



ANIMAL SERVICES

## Joint Animal Services Commission Regular Meeting Agenda

Refer to the bottom of the agenda for meeting information.

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Monday, February 10, 2025

5:30 PM

Lacey City Hall and Online

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**1. Call to Order**

**2. Roll Call**

**3. Approval of Agenda and Consent Agenda Items**

A. Approval of Agenda

B. December 2024 Meeting Minutes

C. December 2024 and January 2025 Shelter Statistics

**4. Public Comment**

Refer to the bottom of the agenda for instructions on how to provide public comment.

**5. Business Items**

**A. Election of Officers**

1. Chair

2. Vice Chair

**B. Space Needs Assessment**

Sarah Hock, Executive Director

Ashley Smith, Engineering Design Manager

Amy Sanchez, Animal Arts

Sara Boman, Animal Arts

**C. Contract Approval: Nisqually Tribe**

Sarah Hock, Executive Director

**D. Contract Approval: Town of Bucoda**

Sarah Hock, Executive Director

**E. Joint Animal Services 2024 Review**

Sarah Hock, Executive Director

**6. Director Report**

A. Sarah Hock, Executive Director

**7. Adjourn**

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## Attendance and Public Comment

### Attend Remote or In-Person

The public may attend the meeting in-person, or you may view or listen to the meeting using one of the following platforms:

- In-Person      Council Chambers at Lacey City Hall  
420 College Street SE, Lacey, WA 98503
- Zoom:            [https://us02web.zoom.us/webinar/register/WN\\_ujsKzMBUS4mhKdvaQvtaEA](https://us02web.zoom.us/webinar/register/WN_ujsKzMBUS4mhKdvaQvtaEA)
- Website:        <https://cityoflacey.org/government/public-meetings/>
- Facebook:      <https://www.facebook.com/cityoflacey>
- YouTube:        [https://www.youtube.com/watch?v=ch\\_qECtO1gg](https://www.youtube.com/watch?v=ch_qECtO1gg)
- Cable:           Channel 77 with your local cable provider
- Phone:           (888) 788-0099 or (877) 853-5247 (Webinar ID 861 7553 0988)

### Verbal Public Comment

Each speaker is limited to three minutes. Comments are welcome on matters connected to City business or specific agenda items.

Prior to starting your comments, please provide your:

- a. Name
- b. City of residence or connection to the Commission
- c. Topic or subject matter of your comments

Those wishing to provide verbal public comment may do so in-person or by Zoom.

- In-Person:      Use the sign-up sheet located in the Council Chambers.
- Zoom:            [https://us02web.zoom.us/webinar/register/WN\\_ujsKzMBUS4mhKdvaQvtaEA](https://us02web.zoom.us/webinar/register/WN_ujsKzMBUS4mhKdvaQvtaEA)

### Written Public Comment

Public comments may also be submitted by email to [Public.Comment@jointanimalservices.org](mailto:Public.Comment@jointanimalservices.org). The commenting period will close two hours before the meeting time. Written comments will be provided to the Commission electronically prior to the meeting. Comments will not be addressed during the meeting; however, comments received will be added to the official record.



## **Joint Animal Services Commission Draft Regular Meeting Minutes Monday, December 9, 2024 - Lacey City Hall Executive Board Room and Online**

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### **1. Call to Order**

Chair Lisa 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); Commissioner(s) Malcolm Miller, City of Lacey; Jo MacGugan, Feline Friends of Olympia; Vicki Salim, Thurston County Humane Society; and Vicky Smith, DVM, Deschutes Animal Clinic

COMMISSIONERS ABSENT: Wayne Fournier, Thurston County

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Sarah Hock, Joint Animal Services Executive Director; and Paul J. White, Deputy City Clerk

### **3. Approval of Agenda and Consent Agenda Items**

- A. Approval of Agenda
- B. Approval of the November 18, 2024, Meeting Minutes
- C. November 2024 Shelter Statistics

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

### **4. Public Comment**

No one signed up to speak at the meeting, remotely or in person, and no written public comments were received.

### **5. Business Items**

- A. **2025 Joint Animal Services Budget Approval**  
Sarah Hock, Director

Hock presented the 2025 final budget, noting the total recommended budget of \$3,604,949 is the same as that presented at the October and November meetings. In response to commissioner questions, Hock noted that use of medical reserves to fund medical staffing will be reduced year by year over the next five years and there is no field rebate in the 2025 budget. Budget estimates were presented to the partner jurisdictions prior to the commission's October budget consideration.

**Commissioner Miller moved to approve the 2025 Joint Animal Services budget as presented. Commissioner Agabi seconded. Motion carried by the following vote:**

**In favor:** Parshley, Agabi, and Miller

**Opposed:** None

**Absent for the vote:** Fournier

Kelly-Fong commented on the City of Lacey's state legislative agenda and a draft shared legislative agenda with jurisdictions in Thurston County related to a \$2 million legislative funding request to complete design work for a new Joint Animal Services facility.

**B. 2025 Commission Meeting Schedule**

Sarah Hock, Director

Hock presented the regular meeting schedule for the Joint Animal Services Commission in 2025, which the commission will approve in February 2025. The commission anticipates meeting during the even-numbered months and canceling the monthly meeting holds during odd-numbered months, except November, in which a meeting would be held.

**6. Director Report**

**A. Sarah Hock, Joint Animal Services Director**

Hock presented the Director's report for December 2024, noting Positive Outcomes Coordinator Bekka Kraai's acceptance into the Management Leadership Certificate program. The six-month program develops professional leadership in animal services and is coordinated by Best Friends Animal Society and Southern Utah University. Hock noted a fee-waived adoption event sponsored by Best Friends Animal Society called "Wagging through the Snow." Joint Animal Services received national recognition from the ASPCA (American Society for the Prevention of Cruelty to Animals) for completing their 1,000<sup>th</sup> spay/neuter surgery. The ASPCA Northern Tier Shelter Initiative awarded \$40,000 for surgical equipment in Joint Animal Services' surgery suite in 2020. Approximately 1,200 to 1,300 surgeries are expected to be performed in 2024. Hock summarized

December adoption events and shared the "Happy Tail" of Nana, a dog that was part of a surrender of 19 livestock guardian dogs and who is now living her best life in her new forever home.

Commissioners and staff acknowledged Chair Parshley's last meeting with the Joint Animal Services Commission and complemented her service. Beginning in 2025, Chair Parshley will serve the 22nd State Legislative District as a State Representative.

## **7. Adjourn**

Chair Parshley adjourned the meeting at 6:12 p.m.

DRAFT

**Animal Services Shelter Statistics 2024**

24-Dec 23-Dec

**Intake**

**Total Animals Received (live and doa)**

Dogs	106	90
Cats	117	112
Other	5	1
Wild	6	5
<b>TOTAL</b>	<b>234</b>	<b>208</b>

**Custody-Misc Reasons**

Dogs	5	8
Cats	2	0
Other	0	0
<b>TOTAL</b>	<b>7</b>	<b>8</b>

**Strays Received**

Dogs	76	65
Cats	77	86
Other	1	1
<b>TOTAL</b>	<b>154</b>	<b>152</b>

**Owner Surrendered**

Dogs	25	16
Cats	38	26
Other	3	0
<b>TOTAL</b>	<b>66</b>	<b>42</b>

**Owner Status Refused**

Dogs	0	0
Cats	0	0
Other	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>

**WILDLIFE HANDLED**

**Incoming**

Live	3	3
Doa	4	2
<b>TOTAL</b>	<b>7</b>	<b>5</b>

**Outgoing**

Doa	4	2
Euthanized (sick/inj)	3	3
Died	0	0
Bat-Rabies check	0	0
Released/Transferred	0	0
<b>TOTAL</b>	<b>7</b>	<b>5</b>

**Outgoing Animals**

**Total Animals Out, incl all categories below**

Dogs	131	102
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Cats	137	149
Other	28	0
Wild	7	5
Died, esc, stolen	0	1
<b>TOTAL</b>	<b>303</b>	<b>257</b>

#### Animals Adopted

Dogs	56	36
Cats	89	82
Other	28	0
<b>TOTAL</b>	<b>173</b>	<b>118</b>

#### Animals Transferred

Dogs	3	9
Cats	15	32
Other	0	0
<b>Total</b>	<b>18</b>	<b>41</b>

#### Animals Reclaimed

Dogs	22	25
Cats	3	4
Other	0	0
<b>TOTAL</b>	<b>25</b>	<b>29</b>

#### Animals DOA

Dogs	7	5
Cats	11	10
Other	4	2
<b>TOTAL</b>	<b>22</b>	<b>17</b>

#### All Euthanasia, Died, Escaped, Stolen (from pg 2)

Dogs	21	18
Cats	12	11
Other	3	3
Died, esc, stolen	0	1
<b>Total</b>	<b>36</b>	<b>33</b>

24-Dec 23-Dec

#### EUTHANASIA, DIED, ESCAPED, STOLEN

##### Animals Euthanized

##### Unhealthy/Untreatable

Dogs	16	13
Cats	9	9
Other	3	3

##### Treatable - Rehabilitatable

Dogs	4	4
Cats	0	1
Other	0	0

**Treatable - Manageable**

Dogs	3	1
Cats	1	1
Other	0	0

**Healthy**

Dogs	0	0
Cats	0	0
Other	0	0
<b>SUB-TOTAL</b>	<b>36</b>	<b>32</b>

**Owner Request (E5)**

Dogs	10	10
Cats	4	7
Other	0	0
<b>SUB-TOTAL</b>	<b>14</b>	<b>17</b>

**TOTAL EUTHANASIA 36 32**

**Died At Shelter 0 1**

**Escaped/Stolen 0 0**

**FIELD AND OTHER SERVICES****Animals Currently**

<b>Court Involved</b>	Dogs	0	0
	Cats	0	0
	Other	0	0

**Field Response**

Olympia	48	42
Lacey	48	37
Tumwater	11	12
Thurston County	101	76
JBLM	1	2
Other	3	0
Yelm	8	6
<b>SUB TOTAL</b>	<b>220</b>	<b>175</b>

**PDD/DD Appeals 0 0**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD24	YTD 23	
<b>INCOMING ANIMALS</b>															
<b>Total Animals Received (live and doa)</b>															
Dogs	78	102	108	107	104	90	133	136	123	148	131	106	1,366	1,069	27.78%
Cats	74	58	138	91	122	167	163	200	164	156	148	117	1,598	1,739	-8.11%
Other	2	3	21	3	10	13	11	3	13	21	46	5	151	138	9.42%
Wild	7	5	8	6	12	16	24	19	54	31	2	6	190	182	4.40%
<b>TOTAL</b>	<b>161</b>	<b>168</b>	<b>275</b>	<b>207</b>	<b>248</b>	<b>286</b>	<b>331</b>	<b>358</b>	<b>354</b>	<b>356</b>	<b>327</b>	<b>234</b>	<b>3,305</b>	<b>3,128</b>	<b>5.66%</b>
<b>Custody-Misc Reasons</b>															
Dogs	2	4	2	6	2	13	2	6	1	9	10	5	62	42	47.62%
Cats	1	1	0	0	0	0	2	3	3	2	5	2	19	12	58.33%
Other	0	0	0	0	0	0	0	0	0	12	0	0	12	63	-80.95%
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>13</b>	<b>4</b>	<b>9</b>	<b>4</b>	<b>23</b>	<b>15</b>	<b>7</b>	<b>93</b>	<b>117</b>	<b>-20.51%</b>
<b>Strays Received</b>															
Dogs	51	60	72	68	76	61	75	71	86	92	76	76	864	718	20.33%
Cats	57	37	53	56	99	131	132	143	134	98	85	77	1,102	1,148	-4.01%
Other	2	3	1	2	6	13	6	3	5	6	5	1	53	63	23.26%
<b>TOTAL</b>	<b>110</b>	<b>100</b>	<b>126</b>	<b>126</b>	<b>181</b>	<b>205</b>	<b>213</b>	<b>217</b>	<b>225</b>	<b>196</b>	<b>166</b>	<b>154</b>	<b>2,019</b>	<b>1,909</b>	<b>5.76%</b>
<b>Owner Surrendered</b>															
Dogs	25	37	34	20	26	16	55	59	33	43	40	25	413	228	81.14%
Cats	12	9	67	32	14	22	18	53	25	39	44	38	373	531	-29.76%
Other	0	0	2	1	4	0	4	0	49	3	41	3	107	26	311.54%
<b>TOTAL</b>	<b>37</b>	<b>46</b>	<b>103</b>	<b>53</b>	<b>44</b>	<b>38</b>	<b>77</b>	<b>112</b>	<b>107</b>	<b>85</b>	<b>125</b>	<b>66</b>	<b>893</b>	<b>785</b>	<b>13.76%</b>
<b>Owner Status Refused</b>															
Unsocialized pets that have lived on the person's property 14 days or more, but the person denies ownership.															
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>WILDLIFE HANDLED</b>															
<b>Incoming</b>															
Live	2	0	1	2	4	10	11	10	5	5	1	3	54	77	
Doa	5	5	7	4	8	6	13	9	8	26	1	4	96	61	
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>8</b>	<b>6</b>	<b>12</b>	<b>16</b>	<b>24</b>	<b>19</b>	<b>13</b>	<b>31</b>	<b>2</b>	<b>7</b>	<b>150</b>	<b>138</b>	
<b>Outgoing</b>															
Doa	5	5	7	4	8	6	13	9	8	26	1	4	96	61	
Euthanized (sick/inj)	2	0	1	2	3	9	11	10	5	5	1	3	52	60	
Died	0	0	0	0	1	0	0	0	0	0	0	0	1	2	
Bat-Rabies check	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Released/Transferred	0	0	0	0	0	1	0	0	0	0	0	0	1	14	
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>8</b>	<b>6</b>	<b>12</b>	<b>16</b>	<b>24</b>	<b>19</b>	<b>13</b>	<b>31</b>	<b>2</b>	<b>7</b>	<b>150</b>	<b>138</b>	<b>8.70%</b>
<b>OUTGOING ANIMALS</b>															
<b>Total Animals Out, incl all categories below</b>															
Dogs	108	105	126	127	124	108	147	145	132	165	145	131	1,563	1105	
Cats	105	67	102	93	119	146	164	209	160	183	168	137	1,653	1737	
Other	2	5	14	10	7	5	12	3	57	16	25	28	184	157	
Wild	7	5	8	6	11	16	24	19	13	31	2	7	149	134	
Died, esc, stolen	6	3	4	3	4	3	0	9	1	1	3	0	37	27	
<b>TOTAL</b>	<b>228</b>	<b>185</b>	<b>250</b>	<b>236</b>	<b>261</b>	<b>275</b>	<b>347</b>	<b>376</b>	<b>362</b>	<b>396</b>	<b>343</b>	<b>303</b>	<b>3,586</b>	<b>2,909</b>	<b>23.27%</b>
<b>Animals Adopted</b>															
Dogs	29	31	44	44	50	48	52	54	53	75	55	56	591	393	50.38%
Cats	60	20	31	55	64	64	78	111	70	107	76	89	825	953	-13.43%
Other	1	4	12	8	4	5	7	2	30	13	1	28	115	90	27.78%
<b>TOTAL</b>	<b>90</b>	<b>55</b>	<b>87</b>	<b>107</b>	<b>118</b>	<b>117</b>	<b>137</b>	<b>167</b>	<b>153</b>	<b>195</b>	<b>132</b>	<b>173</b>	<b>1,531</b>	<b>1,436</b>	<b>6.62%</b>
<b>Animals Transferred</b>															
Dogs	11	7	2	7	3	3	12	12	7	1	12	3	80	62	29.03%
Cats	9	3	7	2	19	31	23	24	32	15	35	15	215	333	-35.44%
Other	0	0	0	1	0	1	2	0	19	2	0	0	25	51	-50.98%
<b>Total</b>	<b>20</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>22</b>	<b>35</b>	<b>37</b>	<b>36</b>	<b>58</b>	<b>18</b>	<b>47</b>	<b>18</b>	<b>320</b>	<b>446</b>	<b>-28.25%</b>
<b>Animals Reclaimed</b>															
Dogs	21	21	26	30	25	28	35	21	30	30	31	22	320	331	-3.32%
Cats	4	3	2	3	2	2	7	4	6	2	3	3	41	49	-16.33%
Other	0	0	0	0	0	0	1	0	0	0	0	0	1	0	
<b>TOTAL</b>	<b>25</b>	<b>24</b>	<b>28</b>	<b>33</b>	<b>27</b>	<b>30</b>	<b>43</b>	<b>25</b>	<b>36</b>	<b>32</b>	<b>34</b>	<b>25</b>	<b>362</b>	<b>380</b>	<b>-4.74%</b>
<b>Animals DOA</b>															
Dogs	6	3	4	5	5	2	14	10	4	16	8	7	84	67	
Cats	13	7	23	13	15	12	8	18	20	17	6	11	163	166	
Other	0	5	9	5	11	6	0	9	8	27	2	4	86	77	
<b>TOTAL</b>	<b>19</b>	<b>15</b>	<b>36</b>	<b>23</b>	<b>31</b>	<b>20</b>	<b>22</b>	<b>37</b>	<b>32</b>	<b>60</b>	<b>16</b>	<b>22</b>	<b>333</b>	<b>310</b>	<b>7.42%</b>
<b>All Euthanasia, Died, Escaped, Stolen (from pg 2)</b>															
Dogs	21	28	1	21	21	16	28	27	28	30	24	21	266	225	
Cats	6	9	3	9	11	30	23	39	24	17	26	12	209	198	
Other	3	0	0	5	5	9	9	11	13	5	24	3	87	84	
Died, esc, stolen	6	3	0	3	4	3	0	9	1	1	3	0	33	31	
<b>Total</b>	<b>36</b>	<b>40</b>	<b>4</b>	<b>38</b>	<b>41</b>	<b>58</b>	<b>60</b>	<b>86</b>	<b>66</b>	<b>53</b>	<b>77</b>	<b>36</b>	<b>595</b>	<b>538</b>	<b>10.59%</b>
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD		
<b>EUTHANASIA, DIED, ESCAPED, STOLEN</b>															

<b>Animals Euthanized</b>														
<b>Unhealthy/Untreatable</b>														
Dogs	17	27	17	15	15	9	18	18	16	21	15	16	204	161
Cats	4	9	8	7	10	21	15	18	11	10	16	9	138	134
Other	3	0	1	2	2	0	0	11	10	5	2	3	39	76
<b>Treatable - Rehabilitatable</b>														
Dogs	1	0	2	3	4	5	8	6	4	6	8	4	51	32
Cats	1	0	1	0	1	9	6	16	12	5	8	0	59	28
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>Treatable - Manageable</b>														
Dogs	3	0	4	3	2	2	2	3	8	3	1	3	34	34
Cats	1	1	0	2	0	0	2	5	1	2	2	1	17	20
Other	0	0	0	0	0	0	0	0	0	0	22	0	22	0
<b>Healthy</b>														
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	3	0	0	0	3	0
<b>SUB-TOTAL</b>	<b>30</b>	<b>37</b>	<b>33</b>	<b>32</b>	<b>34</b>	<b>46</b>	<b>51</b>	<b>77</b>	<b>65</b>	<b>52</b>	<b>74</b>	<b>36</b>	<b>567</b>	<b>486</b>
<b>Owner Request (E5)</b>														
Dogs	14	20	16	5	10	5	10	9	10	11	10	10	130	124
Cats	3	4	7	9	2	6	4	4	6	4	8	4	61	80
Other	0	0	0	0	0	0	0	0	1	0	0	0	1	9
<b>SUB-TOTAL</b>	<b>17</b>	<b>24</b>	<b>23</b>	<b>14</b>	<b>12</b>	<b>11</b>	<b>14</b>	<b>13</b>	<b>17</b>	<b>15</b>	<b>18</b>	<b>14</b>	<b>192</b>	<b>213</b> -9.86%
<b>TOTAL EUTHANASIA</b>	<b>30</b>	<b>37</b>	<b>33</b>	<b>32</b>	<b>34</b>	<b>46</b>	<b>51</b>	<b>77</b>	<b>65</b>	<b>52</b>	<b>74</b>	<b>36</b>	<b>567</b>	<b>486</b> 16.67%
<b>Died At Shelter</b>	6	3	4	3	4	3	0	9	1	1	3	0	37	22
<b>Escaped/Stolen</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>FIELD AND OTHER SERVICES</b>														
<b>Animals Currently</b>														
<b>Court Involved</b>														
Dogs	0	0	0	0	0	0	0	0	0	2	2	0	4	0
Cats	0	0	0	0	0	0	0	0	0	2	2	0	4	0
Other	0	0	11	0	0	0	0	0	0	0	0	0	11	62 -82.26%
<b>Field Response</b>														
Olympia	41	50	52	56	83	69	87	0	64	66	46	48	662	596 11.07%
Lacey	39	45	50	56	56	63	66	68	63	53	25	48	632	519 21.77%
Tumwater	14	17	24	21	17	15	36	23	18	33	17	11	246	226 8.85%
Thurston County	93	83	121	109	112	101	94	115	90	122	99	101	1,240	1,004 23.51%
JBLM	2	1	1	0	3	0	1	1	0	3	2	1	15	27 -44.44%
Other	5	1	4	5	1	2	3	4	1	1	2	3	32	23 39.13%
Yelm	10	9	8	17	9	10	10	18	9	7	8	8	123	92 33.70%
<b>SUB TOTAL</b>	<b>204</b>	<b>206</b>	<b>260</b>	<b>264</b>	<b>281</b>	<b>260</b>	<b>297</b>	<b>229</b>	<b>245</b>	<b>285</b>	<b>199</b>	<b>220</b>	<b>2,950</b>	<b>2,487</b> 18.62%
<b>PDD/DD Appeals</b>	0	0	0	0	0	0	0	1	0	0	0	0	1	1

Animal Services Shelter Statistics 2022

Animal Services Shelter Statistics 2025		
	25-Jan	24-Jan
<b>Intake</b>		
<b>Total Animals Received (live and doa)</b>		
Dogs	154	78
Cats	132	74
Other	5	2
Wild	6	7
<b>TOTAL</b>	<b>297</b>	<b>161</b>
<b>Custody-Misc Reasons</b>		
Dogs	2	2
Cats	2	1
Other	0	0
<b>TOTAL</b>	<b>4</b>	<b>3</b>
<b>Strays Received</b>		
Dogs	104	51
Cats	82	57
Other	0	2
<b>TOTAL</b>	<b>186</b>	<b>110</b>
<b>Owner Surrendered</b>		
Dogs	48	25
Cats	41	12
Other	5	0
<b>TOTAL</b>	<b>94</b>	<b>37</b>
<b>Owner Status Refused</b>		
Dogs	0	0
Cats	0	0
Other	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>
<b>WILDLIFE HANDLED</b>		
<b>Incoming</b>		
Live	4	2
Doa	2	5
<b>TOTAL</b>	<b>6</b>	<b>7</b>
<b>Outgoing</b>		
Doa	2	5
Euthanized (sick/inj)	4	2
Died	0	0
Bat-Rabies check	0	0
Released/Transferred	0	0
<b>TOTAL</b>	<b>6</b>	<b>7</b>
<b>Outgoing Animals</b>		
<b>Total Animals Out, incl all categories below</b>		
	25-Jan	24-Jan
Dogs	165	108
Cats	147	105
Other	7	2
Wild	6	7
Died, esc, stolen	2	6

**Animal Services Shelter Statistics 2022**

	<b>TOTAL</b>	<b>327</b>	<b>228</b>
<b>Animals Adopted</b>			
	Dogs	68	29
	Cats	61	60
	Other	3	1
	<b>TOTAL</b>	<b>132</b>	<b>90</b>
<b>Animals Transferred</b>			
	Dogs	14	11
	Cats	28	9
	Other	0	0
	<b>Total</b>	<b>42</b>	<b>20</b>
<b>Animals Reclaimed</b>			
	Dogs	29	21
	Cats	5	4
	Other	0	0
	<b>TOTAL</b>	<b>34</b>	<b>25</b>
<b>Animals DOA</b>			
	Dogs	11	6
	Cats	17	13
	Other	4	0
	<b>TOTAL</b>	<b>32</b>	<b>19</b>
<b>All Euthanasia, Died, Escaped, Stolen (from pg 2)</b>			
	Dogs	28	21
	Cats	31	6
	Other	6	3
	Died, esc, stolen	2	6

Animal Services Shelter Statistics 2022

<b>Total</b>		<b>67</b>	<b>36</b>
<b>EUTHANASIA, DIED, ESCAPED, STOLEN</b>			
<b>Animals Euthanized</b>			
<b>Unhealthy/Untreatable</b>			
Dogs		24	17
Cats		24	4
Other		6	3
<b>Treatable - Rehabilitatable</b>			
Dogs		2	1
Cats		4	1
Other		0	0
<b>Treatable - Manageable</b>			
Dogs		2	3
Cats		3	1
Other		0	0
<b>Healthy</b>			
Dogs		0	0
Cats		0	0
Other		0	0
	<b>SUB-TOTAL</b>	<b>65</b>	<b>30</b>
<b>Owner Request (E5)</b>			
Dogs		17	14
Cats		5	3
Other		2	0
	<b>SUB-TOTAL</b>	<b>24</b>	<b>17</b>
	<b>TOTAL EUTHANASIA</b>	<b>65</b>	<b>30</b>
<b>Died At Shelter</b>		2	6
<b>Escaped/Stolen</b>		0	0
<b>FIELD AND OTHER SERVICES</b>			
<b>Animals Currently</b>		<b>25-Jan</b>	<b>24-Jan</b>
<b>Court Involved</b>			
Dogs		0	0
Cats		0	0
Other		0	0
<b>Field Response</b>			
Olympia		62	41
Lacey		46	39
Tumwater		19	14
Thurston County		132	93
JBLM		3	2
Other		2	5
Yelm		6	10
	<b>SUB TOTAL</b>	<b>270</b>	<b>204</b>

**Animal Services Shelter Statistics 2022**

<b>PDD/DD Appeals</b>	0	0
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## PROFESSIONAL SERVICES AGREEMENT

IN CONSIDERATION of the terms and conditions contained herein, the Parties agree as follows: This contract, executed in Thurston County on the date indicated below between the NISQUALLY INDIAN TRIBE, hereinafter referred to as the "TRIBE," and Joint Animal Services, hereinafter referred to as the "CONTRACTOR," to secure the professional services of Tribe to provide humane animal care and sheltering services for the TRIBE. By signing below, the parties have agreed to the following:

1. **CONTRACT REPRESENTATIVES.** The addresses and principal representatives of the parties are as follows:

**TRIBE:**

David Iyall, Tribal Administrator  
Nisqually Indian Tribe  
4820 She-Nah-Num Dr. SE  
Olympia, WA 98513  
360-456-5221

**CONTRACTOR:**

Sarah Hock, Executive Director  
Joint Animal Services  
3120 Martin Way E  
Olympia, WA 98506  
360-352-2510 x1006

On behalf of the TRIBE, all communications for this contract shall be through: Sgt. Mike Terrell, Nisqually Police Department: [terrell.michael@nisqually-nsn.gov](mailto:terrell.michael@nisqually-nsn.gov) (360)459-9603.

2. **TRIBE:** The TRIBE is a federally recognized Indian Tribe having a governing body and reserved sovereign powers over persons, property, and activities within the jurisdictional boundaries of the Nisqually Indian Reservation, located in the State of Washington. The governing representative body of the TRIBE, the Nisqually Tribal Council, hereby enters into this contract through its representatives to secure the professional services of Contractor.

1. **Work to Be Performed.** Tribe shall provide all labor, services, and material to satisfactorily complete the Scope of Services, attached as Exhibit A.

A. **Administration.** The Tribe or designee shall administer and be the primary contact for Contractor. Prior to commencement of work, Contractor shall contact the Tribe or designee to review the Scope of Services, schedule, and date of completion. Upon notice from the Tribe Manager or designee, Contractor shall commence work, perform the requested tasks in the Scope of Services, stop work, and promptly cure any failure in performance under this Agreement.

B. **Representations.** Tribe has relied upon the qualifications of Contractor in entering into this Agreement. By execution of this Agreement, Contractor represents it possesses the ability, skill, and resources necessary to perform the work and is familiar with all current laws, rules, and regulations which reasonably relate to the Scope of Services. No substitutions of agreed-upon personnel shall be

made without the prior written consent of Tribe.

Contractor represents that the compensation as stated in paragraph 3 is adequate and sufficient for the timely provision of all professional services required to complete the Scope of Services under this Agreement.

Contractor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Tribe shall not be responsible for discovering deficiencies therein. Contractor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Tribe-furnished information.

- C. Standard of Care. Contractor shall exercise the degree of skill and diligence normally employed by professional Contractors engaged in the same profession, and performing the same or similar services at the time such services are performed.
  - D. Modifications. Tribe may modify this Agreement and order changes in the work whenever necessary or advisable. Contractor shall accept modifications when ordered in writing by the Tribe or designee, so long as the additional work is within the scope of Contractor's area of practice. Compensation for such modifications or changes shall be as mutually agreed between the Parties. Contractor shall make such revisions in the work as are necessary to correct errors or omissions appearing therein when required to do so by Tribe without additional compensation.
2. Term of Contract. This Agreement shall be in full force and effect upon execution and shall remain in effect through December 31, 2025. This Agreement may be extended in writing by the Parties. Changes in the scope of services or annual rates shall be negotiated by the parties at the time of extension.

Either Party may terminate this Agreement for material breach after providing the other Party with at least 30 days' prior notice and an opportunity to cure the breach. In the event of termination without breach, Tribe shall pay Contractor for all work previously authorized and satisfactorily performed prior to the termination date.

3. Compensation and Method of Payment.

- A. The Tribe shall pay Contractor for the performance of those services designated in Exhibit "A," an amount not to exceed \$75,000. If the description of services on Exhibit "A" designates additional services which may be requested by the Tribe, said additional services will be paid for by the Tribe at the rate set forth on Exhibit "A," which sum may exceed the "not to exceed" amount set forth above; however, said services will only be performed and compensated by the Tribe after the Tribe has directed such performance in writing.

- B. Payment by the Tribe for services will only be made after the services have been performed, a voucher or invoice is submitted in the form specified by the Tribe, and the same is approved by the appropriate Tribe representative. Payment will be made on a monthly basis.
- C. The Tribe reserves the right to withhold payment under this Agreement for that portion of the work (if any) which is determined in the reasonable judgment of the Tribe Manager or designee to be noncompliant with the Scope of Services, Tribe standards, Tribe Code, and federal or state standards.

4. **Notice.** Notices and applications for payment shall be given in writing as follows:

TRIBE:

Name: Sgt. Mike Terrell  
 Phone: (360)459-9603  
 Address: 11702 Yelm Hwy SE  
 Olympia, WA 98513

CONTRACTOR:

Name: Andrew Toledo  
 Phone: 360-352-2510  
 Address: 3120 Martin Way E  
 Olympia WA 98506

INVOICES:

Nisqually Indian Tribe  
 Accounts Payable  
 4820 She Nah Num Drive SE  
 Olympia, WA 98513  
 ap@nisqually-nsn.gov

5. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable federal, state, and Tribal laws and regulations. Contractor warrants that its services shall conform to all federal, state, and Tribal statutes and regulations.

6. **Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions.**

- A. By executing this Agreement, Tribe certifies to the best of its knowledge and belief that it and its principals:
  - 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a

criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (A)(2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default.

B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Agreement.

7. **Relationship of the Parties.** It is understood and agreed that Contractor shall be an independent contractor and not the agent or employee of Tribe, that Tribe is interested in only the results to be achieved, and that the right to control the particular manner, method, and means in which the services are performed is solely within the discretion of Contractor. Any and all employees who provide services to Tribe under this Agreement shall be deemed employees solely of Contractor. Tribe shall be solely responsible for the conduct and actions of all its employees under this Agreement and any liability that may attach thereto.
8. **Ownership of Documents.** All drawings, plans, specifications, and other related documents prepared by Contractor under this Agreement are and shall be the property of the Contractor, and may be subject to disclosure pursuant to chapter 42.56 RCW or other applicable public record laws. The written, graphic, mapped, photographic, or visual documents prepared by Contractor under this Agreement shall, unless otherwise provided, be deemed the property of Contractor. Contractor shall be permitted to retain these documents, including reproducible camera-ready originals of reports, and copies in the form of computer files, for the Contractor's use.
9. **Records.** The Tribe or State Auditor or any of their representatives shall have full access to and the right to examine during normal business hours all of Contractor's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine, make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, and record of matters covered by this Agreement for a period of three years from the date final payment is made hereunder.
10. **Insurance.** Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may

arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees, or subcontractors.

A. Minimum Scope of Insurance. Contractor shall obtain insurance of the types described below:

1. Automobile liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial general liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury, and advertising injury. Tribe shall be named as an additional insured under Contractor's commercial general liability insurance policy with respect to the work performed for the Tribe using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' compensation coverage as required by the industrial insurance laws of the State of Washington.
4. Professional liability insurance appropriate to Contractor's profession.

B. Minimum Amounts of Insurance. Contractor shall maintain the following insurance limits:

1. Automobile liability insurance with a minimum combined single limit for bodily injury and property damage of no less than \$1,000,000 per accident.
2. Commercial general liability insurance shall be written with limits no less than \$1,000,000 for each occurrence, and \$2,000,000 for general aggregate.
3. Professional liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions for automobile liability, professional liability, and commercial general liability insurance:

1. Contractor's insurance coverage shall be primary insurance with respect to the Tribe. Any insurance, self-insurance, or insurance pool coverage maintained by Tribe shall be in excess of Contractor's insurance and shall not contribute with it.
2. Contractor shall fax or send electronically in .pdf format a copy of insurer's cancellation notice within two business days of receipt by Contractor.

3. If Contractor maintains higher insurance limits than the minimums shown above, Tribe shall be insured for the full available limits of commercial general and excess or umbrella liability maintained by Contractor, irrespective of whether such limits maintained by Contractor are greater than those required by this Agreement or whether any certificate of insurance furnished to the Tribe evidences limits of liability lower than those maintained by Contractor.
4. Failure on the part of Contractor to maintain the insurance as required shall constitute a material breach of the Agreement, upon which the Tribe may, after giving at least five business days' notice to Contractor to correct the breach, immediately terminate the Agreement, or at its sole discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to Tribe on demand, or at the sole discretion of the Tribe, offset against funds due Contractor from the Tribe.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Evidence of Coverage. As evidence of the insurance coverages required by this Agreement, Contractor shall furnish acceptable insurance certificates to the Tribe Clerk at the time Contractor returns the signed Agreement, which shall be Exhibit C. The certificate shall specify all of the parties who are additional insureds, and shall include applicable policy endorsements, and the deduction or retention level. Insuring companies or entities are subject to Tribe acceptance. If requested, complete copies of insurance policies shall be provided to Tribe. Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. **Indemnification and Hold Harmless.** Contractor shall, at its sole expense, defend, indemnify, and hold harmless Tribe and its officers, agents, and employees, from any and all claims, actions, suits, liability, loss, costs, attorney's fees, costs of litigation, expenses, injuries, and damages of any nature whatsoever relating to or arising out of the wrongful or negligent acts, errors, or omissions in the services provided by Contractor, Contractor's agents, subcontractors, subcontractors, and employees to the fullest extent permitted by law, subject only to the limitations provided below.

Contractor's duty to defend, indemnify, and hold Tribe harmless shall not apply to liability for damages arising out of such services caused by or resulting from the sole negligence of Tribe or Tribe's agents or employees pursuant to RCW 4.24.115.

Contractor's duty to defend, indemnify, and hold Tribe harmless against liability for damages arising out of such services caused by the concurrent negligence of (a) Tribe or Tribe's agents or employees, and (b) Contractor, Contractor's agents, subcontractors, subcontractors, and employees shall apply only to the extent of the negligence of Contractor, Contractor's agents, subcontractors, subcontractors, and employees.

Contractor's duty to defend, indemnify, and hold Tribe harmless shall include, as to all claims, demands, losses, and liability to which it applies, Tribe's personnel-related costs, reasonable attorneys' fees, the reasonable value of any services rendered by the office of the Tribe Attorney, outside Contractor costs, court costs, fees for collection, and all other claim-related expenses.

Contractor specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW. These indemnification obligations shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable to or for any third party under workers' compensation acts, disability benefit acts, or other employee benefits acts. Provided, that Contractor's waiver of immunity under this provision extends only to claims against Contractor by Tribe, and does not include, or extend to, any claims by Contractor's employees directly against Contractor.

Contractor hereby certifies that this indemnification provision was mutually negotiated.

12. **Waiver.** No officer, employee, agent, or other individual acting on behalf of either Party has the power, right, or authority to waive any of the conditions or provisions of this Agreement. A waiver in one instance shall not be held to be a waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law shall be taken and construed as cumulative and in addition to every other remedy provided herein or by law. Failure of either Party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other Party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.
13. **Assignment and Delegation.** Neither Party shall assign, transfer, or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without prior written consent of the other Party.
14. **Subcontracts.** Except as otherwise provided herein, Contractor shall not enter into subcontracts for any of the work contemplated under this Agreement without obtaining prior written approval of Tribe.
15. **Confidentiality.** Contractor may, from time-to-time, receive information which is deemed by Tribe to be confidential. Contractor shall not disclose such information without the prior express written consent of Tribe or upon order of a court of competent jurisdiction.
16. **Limited Waiver of Sovereign Immunity.**  
Nisqually does hereby expressly consent to jurisdiction of the courts of the State of Washington, Thurston County, as having exclusive jurisdiction to hear, resolve and enter final judgment on any legal dispute by and between the parties to this Agreement and/or their affected officers, officials, and employees, concerning the interpretation of this Agreement, enforcement of any of its provisions, and any

complaints, claims or counterclaims for monetary damages and/or equitable relief for any alleged or actual breach of any provision of this Agreement and/or for the enforcement of any such final judgment entered by any court of the State of Washington regarding such matters. No consequential, special, indirect or punitive damages or attorney's fees may be awarded or adjudicated against, or recovered against the Tribe.

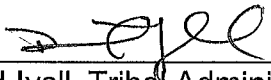
For this limited purpose only, Nisqually does hereby expressly waive its sovereign immunity from suit or defenses in the courts of the State of Washington, Thurston County, for any such legal claim or complaint for the interpretation and/or enforcement of this Agreement, and/or for any complaints, claims or counterclaims for monetary damages or equitable relief for any breach of this Agreement, and/or for the enforcement of any such final judgment entered by any court of the State of Washington regarding such matters. This limited waiver is for the benefit of Joint Animal Services only and the Tribe does not waive its sovereign immunity with respect to suits or claims by any other person, corporation, partnership, government, governmental agency or entity whatsoever. Joint Animal Services agrees that this agreement shall not create any liability that permits recourse by Joint Animal Services to or upon any Tribal Trust assets.

17. **Entire Agreement.** This written Agreement constitutes the entire and complete agreement between the Parties and supersedes any prior oral or written agreements. This Agreement may not be changed, modified, or altered except in writing signed by the Parties hereto.
18. **Anti-kickback.** No officer or employee of Tribe, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in this Agreement, or have solicited, accepted, or granted a present or future gift, favor, service, or other thing of value from any person with an interest in this Agreement.
19. **Business Registration.** Contractor shall register with the Tribe as a business prior to commencement of work under this Agreement if it has not already done so.
20. **Severability.** If any section, sentence, clause, or phrase of this Agreement should be held to be invalid for any reason by a court of competent jurisdiction, such invalidity shall not affect the validity of any other section, sentence, clause, or phrase of this Agreement.

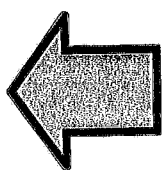
The Parties have executed this Agreement this day of \_\_\_\_\_, 2025.

TRIBE

CONTRACTOR:

By:   
David Iyall, Tribal Administrator  
Nisqually Indian Tribe

By: \_\_\_\_\_  
Sarah Hock, Executive Director  
Joint Animal Services



## EXHIBIT "A" - SCOPE OF WORK

Joint Animal Services will provide the following services:

1. Accept dogs brought to Joint Animal Services by Nisqually Tribal Police that the tribe has deemed dangerous for euthanasia. Dogs that have been deemed dangerous will need to be quarantined for 10 days from the date of the bite by the current owner prior to being transferred to JAS for euthanasia. Nisqually Tribal Police may reach out to the JAS representative to try and obtain approval for transferring the dog to JAS before the end of the 10-day quarantine if Nisqually Tribal Police believe the current owner can't safely quarantine the dog.
2. Accepting injured stray dogs and cats brought to JAS by Nisqually Tribal Police.
3. If needed, accept owned dogs and cats brought to JAS from Nisqually Tribal Police when an individual has been arrested.
4. If needed, accept dogs and cats brought to JAS from Nisqually Tribal Police when the owner is found deceased.
5. Allow tribal members to bring stray dogs and cats to JAS with an appointment. JAS cannot provide services for livestock or wildlife.
6. Allow tribal members to surrender their owned animals to JAS with an appointment and a fee.
7. Allow tribal members to bring their owned cats or dogs to JAS for euthanasia with an appointment and a fee. JAS cannot provide euthanasia services for livestock.
8. Animal Services will be available to pick up animals from Nisqually Tribal Police seven (7) days a week from 9:30 am to 5:30 pm. JAS has 24 hours to respond to calls for pick-up services from Tribal Law Enforcement.
  - a. On Sunday and Monday, Tribal Law Enforcement must leave a message requesting pick up.
  - b. If an officer is unavailable on specific days due to staff shortages, JAS will notify the particular parties designated by the Nisqually Tribe.
9. JAS will be available to accept animals from Nisqually Tribal Police during business hours of Tuesday through Friday, 9:30 am to 5:30 pm, and Saturday, 9:30 am to 4:00 pm.
10. Stray cats and dogs over the age of 3 months brought to JAS (excluding dogs and cats deemed dangerous) will be held for 48 hours. If the owner does not reclaim it within those 48 hours, the cat or dog will become the property of JAS.

Stray cats or dogs under the age of 3 months will be considered abandoned and will not be placed on hold and may be made available for adoption, rescue, or euthanasia immediately. Owner must pay all fees assessed by JAS to reclaim their animal. Owners must provide proof of ownership to reclaim.

11. Owned dogs or cats brought to JAS (excluding dogs and cats deemed dangerous) may be reclaimed by their owners for a fee. JAS will hold known owned dogs and cats for 48 hours. If the owner fails to reclaim their animal during the 48 hours, the dog or cat will be forfeited and will become the property of JAS. Owners must provide proof of ownership to reclaim.

## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made by and between the Town of Bucoda, a town of the State of Washington, hereinafter "Town", and Joint Animal Services hereinafter "Contractor," jointly referred to as the "Parties."

IN CONSIDERATION of the terms and conditions contained herein, the Parties agree as follows:

1. **Work to Be Performed**. Contractor shall provide all labor, services, and materials to satisfactorily complete the Scope of Services, attached hereto as Exhibit A and incorporated herein as if set forth in full. The purpose of this Agreement is for the provision of services by Contractor to the Town.

A. **Administration**. The Mayor or designee shall administer and be the primary contact for Contractor. Prior to commencement of work, Contractor shall contact the Town Mayor or designee to review the Scope of Services, schedule, and date of completion. Upon notice from the Town Mayor or designee, Contractor shall commence work, perform the requested tasks in the Scope of Services, stop work, and promptly cure any failure in performance under this Agreement. The Executive Director shall be designated as Contractor's representative to this Agreement.

B. **Representations**. Town has relied upon the qualifications of Contractor in entering into this Agreement. By execution of this Agreement, Contractor represents it possesses the ability, skill, and resources necessary to perform the work and is familiar with all current laws, rules, and regulations which reasonably relate to the Scope of Services. No substitutions of agreed-upon personnel shall be made without the prior written consent of Town.

Contractor represents that the compensation as stated in section 3 is adequate and sufficient for the timely provision of all professional services required to complete the Scope of Services under this Agreement.

Contractor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Town shall not be responsible for discovering deficiencies therein. Contractor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Town-furnished information.

C. **Standard of Care**. Contractor shall exercise the degree of skill and diligence normally employed by professional Contractors engaged in the same profession, and performing the same or similar services at the time such services are performed.

D. **Modifications**. Town may modify this Agreement and order changes in the work

whenever necessary or advisable. Contractor shall accept modifications when ordered in writing by the Town Mayor or designee, so long as the additional work is within the scope of Contractor's area of practice. Compensation for such modifications or changes shall be as mutually agreed between the Parties. Contractor shall make such revisions in the work as are necessary to correct errors or omissions appearing therein when required to do so by Town without additional compensation.

- E. No Separate Legal Entity Created. This Agreement creates no Joint Board and no separate legal entity.
- F. No Separate Or Joint Budget Created. No separate or joint budget is created by the Agreement, and this Agreement does not contemplate acquisition or disposal of any property.

- 2. **Term of Contract.** This Agreement shall be in full force and effect upon execution or and the filing a copy of this Agreement with the County Auditor or posting a copy of this Agreement to the Parties websites as required by RCW 39.34.040, and shall remain in effect through December 31, 2025. This Agreement may be extended in writing by the Parties. Changes in the scope of services or annual rates shall be negotiated by the Parties at the time of extension.

Either Party may terminate this Agreement for material breach after providing the other Party with at least 30 days' prior written notice and an opportunity to cure the breach. The Town may terminate this Agreement without cause with 30 days' written notice to Contractor. In the event of termination without breach, The Town shall pay Contractor for all work previously authorized and satisfactorily performed prior to the termination date.

3. **Compensation and Method of Payment.**

- A. The Town shall pay Contractor for the performance of those services designated in Exhibit "A," an amount not to exceed \$8,000 for the year, paid in 12 installments of \$666.67. If the description of services on Exhibit "A" designates additional services which may be requested by the Town, said additional services will be paid for by the Town at the rate set forth on Exhibit "A," which sum may exceed the "not to exceed" amount set forth above; however, said services will only be performed and compensated by the Town after the Town has directed such performance in writing.
- B. Payment by the Town for services will only be made after the services have been performed, a voucher or invoice is submitted in the form specified by the Town, and the same is approved by the appropriate Town representative. Payment may be made on a monthly or other periodic basis and may be made on the basis of an estimate of the percentage of contract completion accomplished if said

procedure is approved by the Town.

- C. If an hourly rate of compensation or other means of measurement is set forth on Exhibit "A," the Parties intend that said measurement shall be used up to the "not to exceed" figure set forth above.
- D. The Town reserves the right to withhold payment under this Agreement for that portion of the work (if any) which is determined in the reasonable judgment of the Town Mayor or designee to be noncompliant with the Scope of Services, Town standards, Town Code/Ordinances, and federal or state standards.

4. **Notice.** Notices other than applications for payment shall be given in writing as follows:

TO THE TOWN:

Name: Sonia Svach  
Phone: 360-278-3525  
Address: PO Box 10  
Bucoda, WA 98530

With a copy to:  
Name: Town of Bucoda Mayor  
Address: PO Box 10  
Bucoda, WA 98530

TO THE CONTRACTOR:

Name: Andrew Toledo  
Phone: 360-352-2510  
Address: 3120 Martin Way E.  
Olympia, WA 98576

With a copy to:  
Name: Sarah Hock  
Address: 3120 Martin Way E.  
Olympia, WA 98576

5. **Applicable Laws and Standards.** The Parties, in the performance of this Agreement, agree to comply with all applicable federal, state, and local laws and regulations. Contractor warrants that its designs, documents, policies, procedures, and services shall conform to all federal, state, and local statutes and regulations.

6. **Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions.**

A. By executing this Agreement, the Contractor certifies to the best of its knowledge and belief that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission

of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (A)(2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause or default.

B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Agreement.

7. **Relationship of the Parties.** It is understood and agreed that Contractor shall be an independent contractor and not the agent or employee of Town, that Town is interested in only the results to be achieved, and that the right to control the particular manner, method, and means in which the services are performed is solely within the discretion of Contractor. Any and all employees who provide services to Town under this Agreement shall be deemed employees solely of Contractor. The Contractor shall be solely responsible for the conduct and actions of all its employees under this Agreement and any liability that may attach thereto.
8. **Ownership of Documents.** All drawings, plans, specifications, and other related documents prepared by Contractor under this Agreement are and shall be the property of Town, and may be subject to disclosure pursuant to chapter 42.56 RCW or other applicable public record laws. The written, graphic, mapped, photographic, or visual documents prepared by Contractor under this Agreement shall, unless otherwise provided, be deemed the property of Town. Town shall be permitted to retain these documents, including reproducible camera-ready originals of reports, reproduction quality mylars of maps, and copies in the form of computer files, for the Town's use. Town shall have unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, drawings, images, or other material prepared under this Agreement, provided that Contractor shall have no liability for the use of Contractor's work product outside of the scope of its intended purpose.
9. **Records.** The Town or State Auditor or any of their representatives shall have full access to and the right to examine during normal business hours all of Contractor's records with respect to all matters covered in this Agreement. Such representatives shall be permitted to audit, examine, make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, and record of matters covered by this Agreement for a period of three years from the date final payment is made hereunder.

10. **Insurance.** Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees, or subcontractors.
  - A. **Minimum Scope of Insurance.** Contractor shall obtain insurance of the types described below:
    1. Automobile liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
    2. Commercial general liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury, and advertising injury. Town shall be named as an additional insured under Contractor's commercial general liability insurance policy with respect to the work performed for the Town using an additional insured endorsement at least as broad as ISO CG 20 26.
    3. Workers' compensation coverage as required by the industrial insurance laws of the State of Washington.
    4. Professional liability insurance appropriate to Contractor's profession.
  - B. **Minimum Amounts of Insurance.** Contractor shall maintain the following insurance limits:
    1. Automobile liability insurance with a minimum combined single limit for bodily injury and property damage of no less than \$1,000,000 per accident.
    2. Commercial general liability insurance shall be written with limits no less than \$1,000,000 for each occurrence, and \$2,000,000 for general aggregate.
    3. Professional liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
  - C. **Other Insurance Provisions.** The policies are to contain, or be endorsed to contain, the following provisions for automobile liability, professional liability, and commercial general liability insurance:
    1. Contractor's insurance coverage shall be primary insurance with respect to the Town. Any insurance, self-insurance, or insurance pool coverage maintained by Town shall be in excess of Contractor's insurance and shall not contribute with it.

2. Contractor shall fax or send electronically in .pdf format a copy of insurer's cancellation notice within two business days of receipt by Contractor.
3. If Contractor maintains higher insurance limits than the minimums shown above, Town shall be insured for the full available limits of commercial general and excess or umbrella liability maintained by Contractor, irrespective of whether such limits maintained by Contractor are greater than those required by this Agreement or whether any certificate of insurance furnished to the Town evidences limits of liability lower than those maintained by Contractor.
4. Failure on the part of Contractor to maintain the insurance as required shall constitute a material breach of the Agreement, upon which the Town may, after giving at least five business days' notice to Contractor to correct the breach, immediately terminate the Agreement, or at its sole discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to Town on demand, or at the sole discretion of the Town, offset against funds due Contractor from the Town.

D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

E. Evidence of Coverage. As evidence of the insurance coverages required by this Agreement, Contractor shall furnish acceptable insurance certificates to the Town Clerk at the time Contractor returns the signed Agreement, which shall be Exhibit C. The certificate shall specify all of the parties who are additional insureds, and shall include applicable policy endorsements, and the deduction or retention level. Insuring companies or entities are subject to Town acceptance. If requested, complete copies of insurance policies shall be provided to Town. Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. Indemnification and Hold Harmless. Contractor shall, at its sole expense, defend, indemnify, and hold harmless the Town and its officers, agents, and employees, from any and all claims, actions, suits, liability, loss, costs, attorney's fees, costs of litigation, expenses, injuries, and damages of any nature whatsoever relating to or arising out of the wrongful or negligent acts, errors, or omissions in the services provided by Contractor, Contractor's agents, subcontractors, and employees to the fullest extent permitted by law, subject only to the limitations provided below.

Contractor's duty to defend, indemnify, and hold Town harmless shall not apply to liability for damages arising out of such services caused by or resulting from the sole negligence of Town or Town's agents or employees pursuant to RCW 4.24.115.

Contractor's duty to defend, indemnify, and hold Town harmless against liability for damages arising out of such services caused by the concurrent negligence of (a) Town or Town's agents or employees, and (b) Contractor, Contractor's agents,

subcontractors, and employees shall apply only to the extent of the negligence of Contractor, Contractor's agents, subcontractors, and employees.

Contractor's duty to defend, indemnify, and hold Town harmless shall include, as to all claims, demands, losses, and liability to which it applies, Town's personnel-related costs, reasonable attorneys' fees, the reasonable value of any services rendered by the office of the Town Attorney, outside Contractor costs, court costs, fees for collection, and all other claim-related expenses.

Contractor specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW. These indemnification obligations shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable to or for any third party under workers' compensation acts, disability benefit acts, or other employee benefits acts. Provided, that Contractor's waiver of immunity under this provision extends only to claims against Contractor by Town, and does not include, or extend to, any claims by Contractor's employees directly against Contractor.

Contractor hereby certifies that this indemnification provision was mutually negotiated.

12. **Waiver.** No officer, employee, agent, or other individual acting on behalf of either Party has the power, right, or authority to waive any of the conditions or provisions of this Agreement. A waiver in one instance shall not be held to be a waiver of any other subsequent breach or nonperformance. All remedies afforded in this Agreement or by law shall be taken and construed as cumulative and in addition to every other remedy provided herein or by law. Failure of either Party to enforce at any time any of the provisions of this Agreement or to require at any time performance by the other Party of any provision hereof shall in no way be construed to be a waiver of such provisions nor shall it affect the validity of this Agreement or any part thereof.
13. **Assignment and Delegation.** Neither Party shall assign, transfer, or delegate any or all of the responsibilities of this Agreement or the benefits received hereunder without prior written consent of the other Party.
14. **Subcontracts.** Except as otherwise provided herein, Contractor shall not enter into subcontracts for any of the work contemplated under this Agreement without obtaining prior written approval of Town.
15. **Confidentiality.** Contractor may, from time-to-time, receive information which is deemed by Town to be confidential. Contractor shall not disclose such information without the prior express written consent of Town or upon order of a court of competent jurisdiction.
16. **Jurisdiction and Venue.** This Agreement is entered into in Thurston County, Washington. Disputes between Town and Contractor shall be resolved in the

Superior Court of the State of Washington in Thurston County. Notwithstanding the foregoing, Contractor agrees that it may, at Town's request, be joined as a party in any arbitration proceeding between Town and any third party that includes a claim or claims that arise out of, or that are related to Contractor's services under this Agreement. Contractor further agrees that the Arbitrator(s)' decision therein shall be final and binding on Contractor and that judgment may be entered upon it in any court having jurisdiction thereof.

17. **Cost and Attorney's Fees.** The prevailing party in any litigation or arbitration arising out of this Agreement shall be entitled to its attorney's fees and costs of such litigation (including expert witness fees).
18. **Entire Agreement.** This written Agreement constitutes the entire and complete agreement between the Parties and supersedes any prior oral or written agreements. This Agreement may not be changed, modified, or altered except in writing signed by the Parties hereto.
19. **Anti-kickback.** No officer or employee of Town, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in this Agreement, or have solicited, accepted, or granted a present or future gift, favor, service, or other thing of value from any person with an interest in this Agreement.
20. **Business Registration.** Contractor shall register with the Town as a business prior to commencement of work under this Agreement if it has not already done so.
21. **Severability.** If any section, sentence, clause, or phrase of this Agreement should be held to be invalid for any reason by a court of competent jurisdiction, such invalidity shall not affect the validity of any other section, sentence, clause, or phrase of this Agreement.
22. **Headings Not Controlling.** The headings in the Agreement are for convenience only and shall not affect the meaning of the terms as set out in the text.

The Parties have executed this Agreement this day of \_\_\_\_\_, 2025.

TOWN OF BUCODA

CONTRACTOR:

By: \_\_\_\_\_  
Callie Carpenter  
Mayor of Bucoda

By: \_\_\_\_\_  
Sarah Hock  
Executive Director, JAS

Attest: \_\_\_\_\_  
Sonia Svach  
Town Clerk-Treasurer, Town of Bucoda

## **Exhibit A Scope of Services**

JAS will provide the following services:

### **Sheltering**

1. **Stray drop off** - members of the public can drop off a stray animal during operating hours.
2. **Owner surrender** – pet owners needing to surrender their pet can make an appointment
3. **Owner Requested Euthanasia** - pet owners who cannot afford to euthanize their pet at their veterinary clinic can request to do so for a reduced fee at the shelter.
4. **Rehoming services** - JAS provides rehoming information and services for owners not wanting to surrender their pet to a shelter.
5. **Shelter Care** - provide care to animals while in the shelter during their stray hold of 48 or 96 hours in case of incarceration. Stray hold is dependent on Bucoda's municipal code.
6. **Return to Owner** - the shelter makes every effort with the resources given to locate owners and reunite them with their pets.
7. **Quarantine** – hold animals for Rabies Quarantine (10 day) per county and state health guidelines.
8. **Lost and Found** – all day, every day lost and found reporting and social media networking to try to reunite owners and their pets.
9. **Community Cat Program (CCP)** – trap, spay or neuter, vaccinate, and return free-roaming cats to the area that they live as a humane and effective way to manage cat populations for cats that would otherwise be euthanized.
10. **Emergency Housing Program** - provide temporary housing for pets whose owners are having a housing crisis or are in the hospital and do not have someone to care for their pet(s) in the interim.
11. **Medical/Veterinary Care** – medical and veterinary care is provided for all animals in our facility. We also provide immediate medical attention for injured homeless animals, including emergency veterinary care when the situation arises (i.e., a stray dog was hit by a car), if deemed appropriate.

12. **Kennels reserved for law enforcement (LE)** – provide limited kennels reserved for law enforcement to use after hours.

### **Humane Law Enforcement**

**Field Services 7 days a week, 0800-1700. Emergency afterhours provided. JAS Field Officers do not respond to or accept livestock including poultry.**

**Joint Animal Services or Contractor** shall respond to, investigate, enforce, and/or provide services for the following issues within the Town’s jurisdiction:

**Priority 1 (Emergency and/or Immediate Response Required):** Calls that pose an immediate threat to public safety, human life, or the welfare of an animal.

**Priority 2 (Urgent – Timely Response Needed):** Calls that are important but do not pose an immediate danger to life or safety.

**Priority 3 (Routine—Low Urgency):** Calls that require attention but do not pose an immediate or urgent risk may be addressed as resources allow.

### **Priority 1**

1. **ABANDONED ANIMAL** - An animal reported being left by the owner or caretaker inside or outside a structure without access to food, water, or appropriate environmental conditions to allow continued health and protection from adverse conditions.
2. **ANIMAL IN HOT CAR** - A person has made a complaint that there is An animal left unattended in a vehicle with unsafe hot temperatures which might be displaying signs of heat stress.
3. **CAT/DOG HAS BITTEN A HUMAN** - The animal has bitten a human and has broken the skin creating the possibility of fluid transfer. Joint Animal Services works in conjunction with the Thurston County Health Department on Bite 1 type calls and acts as the entry level investigation regarding rabies possibilities and concerns.
4. **CRUELTY TO ANIMALS (ALLEGED)** - Cruelty to animals is generally defined as a person who knowingly, recklessly, or with criminal negligence inflicts unnecessary suffering or pain on an animal or forces a minor to do so.
5. **DANGEROUS DOG AT LARGE** - A dog previously designated through legal processes as a “Dangerous Dog” is not abiding by the required restrictions

6. **INJURED CAT/DOG** - A cat or dog is injured or ill and no owner is attending, available, or on scene.
7. **INJURED DOMESTIC ANIMAL** - A domestic animal other than a dog or a cat is injured or ill and no owner is attending, available, or on scene.
8. **MENACING 1** - A dog has engaged in threatening behavior on public or private property (other than the animal owner's) and reasonably places a person in immediate physical harm to themselves or an animal under immediate control of that person.
9. **PACK OF DOGS** - A group of 2 or more dogs are running together and causing people to feel that they are at risk of injury or are affronted and/or alarmed.
10. **POTENTIALLY DANGEROUS DOG (PDD) AT LARGE/IN VIOLATION** - A dog that has been legally designated as "Potentially Dangerous" for is reported in violation of the restrictions set out in the designation.
11. **POLICE ASSIST** - Law Enforcement Officers at the state or local jurisdictional level and belonging to jurisdictions that contract with Joint Animal Services require assistance.
12. **QUARANTINE VIOLATION** - Field Services Officers are dispatched to a property to ensure that quarantine procedures are being adhered too
13. **WELFARE 1** - An animal is reported to be in circumstances that are a clear and immediate threat to it's life. An owner may or may not be available on scene.

## **Priority 2**

1. **INSPECT PREMISES** – The premises of an owner must be visually verified to meet standards before return and certification of a dog declared "Dangerous". This service category can also be used for inspections of premises for requirements for "Potentially Dangerous" as well.
2. **MENACING 2**- A person has suffered chronic or mildly threatening behavior by a dog, but the dog does not keep them from moving freely on their own or public property. The dog's address/owner is known.
3. **OWNER REQUESTED PICKUP** - An animal owner has requested the pickup of their animal from their household or a specific location. The animal can be either deceased and the owner is unable to transport the animal, or the animal's

behavior has suddenly and dangerously become unexplainably aggressive and requires intervention.

4. **QUARANTINE CHECK** - Field Services Officers are dispatched to a property to ensure that quarantine procedures are being adhered to.
5. **STRAY CAT CONFINED** - A member of the public has trapped or contained a cat and is physically unable to transport the cat to the Joint Animal Services shelter.
6. **STRAY DOG CONFINED** - A member of the public has trapped or contained a dog and is physically unable to transport the dog to the Joint Animal Services shelter.
7. **STRAY OTHER ANIMAL CONFINED** - A member of the public has trapped or contained a pet animal other than a dog or a cat and is physically unable to transport the animal to the Joint Animal Services shelter.
8. **DOG IN TRAFFIC** - A member of the public has informed Joint Animal Services that there is a loose dog running in traffic on a roadway.
9. **TRAP NEEDS TO BE SET** - A person who is physically unable to set a trap needs officer assistance to capture a pet animal or a person has agreed to have a trap set on their property to catch a dog or cat causing problems in this area.
10. **WELFARE 2** - A pet animal is reported to be in a wide variety of situations that are detrimental to its health and wellbeing. This animal is not in an immediate life threatening situation
11. **AT LARGE** - A dog or pet animal is considered "at large" when found off the property or outside a vehicle of the owner and is not under control by means of definable restraint.
12. **CAT/DOG HAS BITTEN ANOTHER PET ANIMAL** - A dog or a cat has attacked and bitten another pet animal.
13. **KILLED PET ANIMAL** - An owned animal, often a dog or a cat, has killed another person's pet animal.
14. **NUISANCE BEHAVIOR** - A nuisance pet animal is a pet animal that 1. Soils or defecates on public/private property and waste is not immediately removed/disposed of by owner 2. Causes unsanitary/dangerous or offensive conditions 3. An uncontained female dog or cat in heat 4. Chases people including vehicles and bicycles 5. Trespasses on private property and property owner supplies written complaint to JAS and in the case of a cat, physically contains a cat.

15. **LIVESTOCK MENACED** - A pet animal, often a dog, has been menacing animals of the livestock variety.

**Priority 3**

1. **DOA CAT/DOG** - A cat or dog on public/private property has expired and, in the case of cats or dogs, no known owner is on scene, known or available.
2. **MENACING 3** - A person is either willing or unwilling to make a written statement regarding a dog that has shown menacing behavior. The complainant may or may not know where the dog or owner lives.
3. **BARKING DOG** - is defined as a dog that habitually or continually disturbs the peace and quiet of any individual or neighborhood by barking, whining, howling or making any other noise.
4. **KILLED LIVESTOCK** - An owned pet animal, often a dog or a cat, has killed livestock animals not belonging to the owner.



## Joint Animal Services Commission Director's report

February 10<sup>th</sup>, 2025

### Operations

#### Washington Animal Control Association

In December, Sierra Teas, the Animal Welfare and Field Services Manager, was elected to the Washington State Animal Control Association's board of directors. She is the Chair of the Nominations and Membership Committee and is a member of the Academy and By-Laws Committees.

Sierra also represented JAS In January at the first Multi-Agency meeting for the Washington State Animal Fighting Task Force.



#### Field Updates

The Field Team has three pending felony cases for Animal Cruelty in the 1st Degree that are currently under review by the criminal prosecutor's office.

#### Washington State Animal Control Academy

The ACO Academy is a mandatory state training program organized by the Washington Animal Control Association (WACA) in collaboration with the Washington State Criminal Justice Training Center (WCJTC). JAS will be represented this year at the Academy through planning, teaching, and attendance. Sierra Teas, the Animal Welfare and Field Services Manager, currently serves on the planning committee for the state training. Sarah Hock, the Executive Director, and Dr. Vicky Smith, JASCOM commissioner, are instructors. Additionally, two of our Field Services Officers will attend the two-week training.



## Joint Animal Services Commission Director's report

### 2025 Washington Legislative Session

#### *HB 1149/SB 5376– Preventing Cruelty to Animals*

Joint Animal Services is partnered with Pasado's Safe Haven and several other agencies for HB 1149/SB 5376. On January 13th, Sarah Hock, Executive Director, provided testimony as part of a panel of experts before the House Safety Committee.



#### Key Goals:

1. Stronger deterrents against animal fighting:
  - a. The inclusion of animal fighting in Washington's sentencing guidelines promotes consistent prosecution and statewide sentencing.
  - b. Creates an animal ownership ban for convicted animal fighters, preventing them from retaining or immediately replacing their animals.
2. Addressing gaps in second-degree animal cruelty laws:
  - a. Adds "food" and "water" provisions to close legal loopholes and enable prosecution of serious neglect cases.
3. Improves Animal Welfare Standards:
  - a. Codifies clear standards for food, water, shelter, space, sanitation, and medical care, reducing ambiguity in enforcement and ensuring humane treatment of animals.
4. Establishes an enforceable post-conviction animal ownership ban system:
  - a. Reforms existing post-conviction animal ban provisions to address current enforcement challenges, empowering law enforcement and animal control agencies to effectively investigate and prosecute violations of ownership bans.

#### *HB 1201 – Co-Sheltering in a Climate/Extreme Weather Emergency*

JAS is also partnering with the ASPCA on **HB 1201**, Which Identifies accommodations that allow pets in an emergency or extreme weather event. On January 21st, Sarah Hock gave testimony in support of this bill in front of the House Technology, Economic Development, and Veterans Committee.

#### Key Goals:



## **Joint Animal Services Commission Director's report**

### **ANIMAL SERVICES**

1. WA H.B. 1201 requires that counties and cities in Washington incorporate pet-friendly emergency shelters, cooling centers, and warming centers into their local comprehensive emergency management plans to enhance public preparedness and safety during natural disasters and extreme weather events.
2. The bill requires jurisdictions to identify at least one facility of each type that can accommodate pets, where practicable, and ensure these facilities adhere to safety procedures and federal disaster assistance policies.
3. To the extent practicable, Counties and cities must provide information on their websites about pet emergency preparedness, including pet-friendly facilities, guidelines for creating pet evacuation plans, and local organizations offering emergency pet assistance.

#### *REGIONAL CAPITAL REQUEST: Regional Animal Shelter and Control Facility*

The City of Lacey and other regional partners proposed including a capital request for the future Regional Animal Shelter and Control Facility. The City, with its partners, requests \$2,000,000 for facility design.

#### *Animal Control District*

Creating an Animal Control and Shelter Special Purpose District or an amendment to Metropolitan Municipal Corporations to allow for Animal Service Districts. The purpose of these Animal Service Districts would be to manage, control, improve, maintain, and acquire animal control and shelter activities. These districts would enhance and expand animal care, sheltering, and field response. Like other special districts, this could require a simple majority of voters to impose property taxes.



## Joint Animal Services Commission Director's report

### Best Friends National Conference

Sarah Hock has been chosen to speak at this year's Best Friends Animal Society National Conference (February 20-22) alongside some of the country's leading professionals in animal welfare. The presentation, "Embracing the Realities of Running an Animal Shelter: Expectations vs. Reality," is designed for new and aspiring leaders. It delves into the disparity between expectations and the realities of shelter management, providing a candid look at industry challenges and offering practical strategies to address them.

### JAS Contracts for Service

Joint Animal Services recently received several inquiries for contracted services. JAS currently has contracts with multiple Thurston County jurisdictions. These contracts are part of shared revenues that offset assessments on a per capita basis, lowering the jurisdictions' annual assessments. If JAS staff find additional contract opportunities that may benefit operations, would JASCOM be open to taking on additional contracts?

### Staffing

As part of the 2025 budget process, JAS leadership reviewed the department's organizational structure. While the current structure has been effective, there are several opportunities for improvement and increased efficiency as the department addresses its growing responsibilities. These changes were approved by JASCOM in December when the vote was taken to approve the 2025 budget.

To enhance operations while maintaining 22 full-time equivalents (FTEs), JAS recommended converting the vacant Animal and Veterinary Care Manager position into a Licensed Veterinary Technician role. Hiring for this position will begin in February. The remaining funds from this position will be used to promote the current Field Services Supervisor, Sierra Teas,





## **Joint Animal Services Commission Director's report**

### **ANIMAL SERVICES**

to the Animal Welfare and Field Services Manager position starting January 1.

This adjustment aligns with the department's strategic goals of fostering a more cohesive team, improving service delivery, and preparing for future challenges in animal welfare and field services.

### **Essential Animal Services Training (EAST)**

Officer Northrup, Officer Butcher, and Officer Ferris will be attending will be attending modules in January and February.

[Essential Animal Services Training \(EAST\)](#) is a multi-tiered curriculum is designed to equip you with the essential tools needed for your duties in animal control and animal cruelty investigations with 120 hours of instruction, it covers most aspects of animal control and animal cruelty investigations. Topic covered in these courses are:

- The Professional & Ethical Officer
- Canine & Feline Identification and Behavior
- Search & Seizure, including Juveniles & Liability
- Biosecurity & Zoonotic Diseases
- Rabies & Quarantine
- Injury Assessments & Veterinary Evaluations
- Investigative Report Writing
- Authority, Laws & Ordinances, Policies & Procedures
- Interview & Behavior Analysis
- Companion Animal Capture & Handling
- Animal Cruelty Forensic Photography
- Animal Fighting
- Animal Hoarders (with tabletop exercise)
- Cruelty Scene & Evidence Processing
- Tense Argument & Confrontation Tactics
- Basic Nutrition
- Courtroom Testimony (with Practical)
- Body Condition Scoring of Dogs & Cats
- Situational Awareness and Stress Management



**ANIMAL SERVICES**  
**Happy Tails - Callie**

## **Joint Animal Services Commission Director's report**



In October 2024, the JAS Field Team, in partnership with the Thurston County Sheriff's Office, executed a search and seizure warrant based on probable cause of First-Degree Animal Cruelty. JAS rescued two dogs, two chickens, two turtles, and several other animals left to fend for themselves for days to weeks. One of the victim dogs, Callie, was discovered in an outdoor kennel, feeding on the body of her deceased littermate, Tallie. Dr. Smith performed a forensic examination on the surviving dogs and cats and a necropsy on Tallie. Evidence suggests that Callie may have survived by feeding on Tallie, as she had no access to food, clean water, or adequate shelter.

When Callie arrived at the shelter, she was a fearful dog with no confidence. We purposefully exposed her to new people and environments with care, and although it took time, we could see Callie's potential to become a loving companion. After learning more about her and observing that Callie could build trust and bond with people, we categorized her as a Cruelty Foster. This designation applies to animals that are victims of cruelty and neglect and are fostered outside the shelter during an ongoing investigation.

Historically, it has been challenging for JAS to place these animals due to specific requirements foster homes must meet to safely house and care for these victims, especially before the enactment of HB 1234. Prior to HB 1234, we couldn't provide guidance to our foster homes regarding the length of time they would need to care for the cruelty fosters, making it difficult to find homes willing to commit to an "undetermined" timeframe. In this specific case, with HB 1234 in effect, we successfully placed both dogs and cats into extraordinary foster homes capable of caring for them while we awaited the court's decision on their future. This was especially crucial for Callie. Without the love and care of her Cruelty Foster home, we wouldn't have discovered how loving, loyal, silly, and utterly sweet she is. It provided us with vital information to advocate for her rescue placement.

Many rescues were at capacity and could not take her in, but The Pittie Project PNW was moved by her story and the significant progress we had witnessed while she was under our care. They committed to visiting us at Joint Animal Services to evaluate her and determine if they were equipped to take her in and continue her care. We are immensely grateful to their organization for deciding that she was meant to be with them to continue her journey of healing and rehabilitation.