



Joint Animal Services Commission Regular Meeting Minutes

Monday, February 10, 2025

5:30 PM

Lacey City Hall and Online

1. Call to Order

Commissioner Agabi called the meeting to order at 5:30 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Kelly Green, City of Olympia; Peter Agabi, City of Tumwater (remote); Malcolm Miller, City of Lacey; Emily Clouse, Thurston County; Jo MacGugan, Feline Friends of Olympia; and Vicky Smith, DVM, Deschutes Animal Clinic

COMMISSIONERS ABSENT: Mike Murphy, DVM, Thurston County Humane Society

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Sarah Hock, Joint Animal Services Executive Director; Sierra Teas, Animal Welfare and Field Services Manager; Andrew Toledo, Operations Manager; Ashley Smith, Engineering Design Manager; and Paul J. White, Deputy City Clerk

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

Commissioner Miller moved to approve the agenda and consent agenda items. Commissioner Clouse seconded. Motion carried.

4. Public Comment

No one registered to speak in person or remotely, and no written public comments were received.

In response to Commissioner Agabi, Hock announced that the commission's

regular meeting schedule in 2025 would be to meet the second Monday of even-numbered months and the month of November at 5:30 p.m. at Lacey City Hall. There were no objections.

5. Business Items

A. Election of Officers

1. Chair

Commissioner Agabi opened the floor for nominations for the office of Commission Chair. Commissioner Clouse nominated herself. Commissioner Miller nominated himself. Nominations were closed, and the commission proceeded to vote to elect a chair for 2025.

Commissioner Clouse received 2 votes. Commissioner Miller received 4 votes. Commissioner Miller was elected Chair for 2025 and immediately assumed the duties of that office.

2. Vice Chair

Chair Miller opened the floor for nominations for the office of Commission Vice Chair. Chair Miller nominated Commissioner Clouse, who consented. Nominations were closed, and the commission proceeded to vote to elect a vice chair for 2025.

Commissioner Clouse was unanimously elected Vice Chair for 2025 and immediately assumed the duties of that office.

B. Space Needs Assessment

Sarah Hock, Executive Director
Ashley Smith, Engineering Design Manager
Amy Sanchez, Animal Arts
Sara Boman, Animal Arts

Hock presented an overview of Animal Services' space needs assessment process beginning in September 2022. Hock noted that continuing to use the existing facility location was considered and dismissed by the commission as not viable in 2024. It is estimated \$500,000 will be needed immediately to maintain the current facility in a functioning condition before considering additional investment that will be needed in the near future, described as a horizon of three-to-five years. Commissioners inquired about the facilities needing attention, valuation of the current facility and land, and how long it will take to build a new facility once a location is secured. Smith estimated it would take about two years before breaking ground and approximately eight months of construction after that.

Boman presented a concept plan for a new animal services facility that considers functionality and long-term maintenance. Hock presented options for differently

sized facilities ranging from an initial concept larger than 30,000 square feet to a current proposal at under 20,000 square feet. The estimated cost ranges from \$33 million to \$41.5 million, depending in part on whether in-house veterinary space is included. There is a pending request to the Legislature of \$2 million to complete facility design. Site selection will also affect the cost of the new facility. The concept design is geared at accommodating current demand with some flexibility for incremental growth over time.

C. Contract Approval: Nisqually Tribe

Sarah Hock, Executive Director

Hock presented the professional services agreement renewal to provide animal services to the Nisqually Tribe in 2025.

**Commissioner Miller moved to approve the contract as presented.
Commissioner Green seconded. The motion carried.**

D. Contract Approval: Town of Bucoda

Sarah Hock, Executive Director

Hock presented the new professional services agreement to provide animal services to the Town of Bucoda in 2025. The new contract represents full services to Bucoda, a town with a population of 620. Joint Animal Services will collect \$8,000/year based on population.

**Commissioner Green moved to approve the contract as presented.
Commissioner Clouse seconded. The motion carried.**

E. Joint Animal Services 2024 Review

Sarah Hock, Executive Director

Hock presented a review of Joint Animal Services for 2024, including the \$3.6 million 2025 budget, 2025 jurisdictional assessments, key accomplishments, and a variety of activity statistics.

6. Director Report

A. Sarah Hock, Executive Director

Hock presented the Director's report, noting staff development, field updates for pending felony cases, participation in the Washington Animal Control Association's Animal Control Officer Academy by several of Joint Animal Services' staff, legislative updates, and recent inquiries for contracted services from jurisdictions in Thurston County. Hock announced that the April commission meeting will be rescheduled from April 14 to April 21. Hock shared the "Happy Tail" of Callie the dog, who was seized in an animal cruelty case in October 2024 and was placed

with The Pittie Project PNW as a cruelty foster pending a court decision about her future, despite the extraordinary circumstances of her case.

7. Adjourn

Chair Miller adjourned the meeting at 7:57 p.m.

Minutes approved April 21, 2025