



Joint Animal Services Commission Regular Meeting Approved Minutes

Monday, November 10, 2025

Lacey City Hall and Online

1. Call to Order

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

2. Roll Call

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

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

REPRESENTATIVES PRESENT: Barbara Benson, Thurston County Humane Society

STAFF PRESENT: Shannon Kelley-Fong, Lacey Assistant City Manager; Sarah Hock, Joint Animal Services Executive Director; Andrew Toledo, Joint Animal Services Operations Manager; and Elissa Fontaine, Lacey City Clerk

3. Approval of Agenda and Consent Agenda Items

- A. Approval of Agenda
- B. Approval of the October 13, 2025, meeting minutes.

Vice Chair Clouse moved to approve the agenda and consent agenda items. Commissioner Green seconded. The motion carried.

4. Public Comment

No one registered to provide public comment during the meeting or remotely, and no written public comments were received.

5. Public Hearing

A. 2026 Proposed Budget

Sarah Hock, Executive Director

Chair Miller opened the public hearing at 5:38 p.m.

Hock presented the proposed 2026 Budget in detail. Discussion ensued.

The majority of the Commission was in support of reducing the reliance on reserves, which increases the assessments slightly. The Commission directed Hock to communicate the update to the proposed budget with all the jurisdictions.

No one signed up to speak, remotely or in person, and no written testimony was received.

Chair Miller closed the public hearing at 6:07 p.m.

6. Business Items

A. October 2025 Shelter Stats and Field Data

Sarah Hock, Executive Director

Hock presented monthly intake data by species and jurisdiction, positive outcomes (adoption, transfer, and return to owner), data trends, and impacts on staff time. The presentation reviewed field calls, related statistics, and jurisdictional data. Discussion ensued.

7. Director Report

A. Sarah Hock, Executive Director

Hock provided updates on the recent adoption event sponsored by the Best Friends Animal Society, the Community Cat Program, rescue transfer activity, employee professional advancements, ongoing investigation cases, volunteer engagement, outreach efforts, and upcoming holiday events. It was noted that Hock was elected to serve on the Board of Directors for the Association for Animal Welfare Advancement, the leading national professional organization for animal welfare leaders and agencies.

Chair Miller inquired about services not currently contracted, such as livestock. Discussion ensued.

8. Adjourn

Chair Miller adjourned the meeting at 6:58 p.m.

Approved December 8, 2025