



Joint Animal Services Commission Regular Meeting Minutes

Monday, December 8, 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; Peter Agabi, City of Tumwater (remote); Jo MacGugan, Feline Friends of Olympia; 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; and Elissa Fontaine, Lacey City Clerk

3. Approval of Agenda and Consent Agenda Items

- A. Approval of Agenda
- B. November 10, 2025, Meeting Minutes

Commissioner Green moved to approve the agenda and consent agenda. Vice Chair Clouse 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. Business Items

A. November 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.

B. Shelter Fee Increases

Sarah Hock, Executive Director

Since the last fee update in 2018, inflation and rising expenses for veterinary services, staffing, and supplies have significantly impacted shelter operations. Hock reviewed regional fee analysis in detail, and recommended adjusting fees to better align with market averages while maintaining affordability and accessibility for the community. Staff recommended adopting the fee schedule as proposed, with an effective date of January 1, 2026. Discussion ensued.

Commissioner Agabi moved to adopt the fee schedule as presented, with an effective date of February 1, 2026. Vice Chair Clouse seconded. The motion carried.

C. 2026 Joint Animal Services Budget

Sarah Hock, Executive Director

Hock presented the 2026 proposed animal services budget for Joint Animal Services. The total 2026 budget for the Animal Services Fund is \$3,941,921. Discussion ensued.

Commissioner Green moved to approve the 2026 Budget as presented. Vice Chair Clouse seconded. The motion carried.

6. Director Report

A. Sarah Hock, Executive Director

Hock provided updates on employee training and professional development, volunteer and outreach events, and the 2026 JASCOM meeting schedule.

7. Adjourn

Chair Miller adjourned the meeting at 6:19 p.m.