

# Milwaukee Area Domestic Animal Control Commission (MADACC)

3839 W Burnham St  
West Milwaukee, WI 53215  
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## OPERATIONS COMMITTEE MINUTES

Meeting of May 20, 2014 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St

West Milwaukee, WI 53215

**Members Present:** Mr. Ronald Hayward, Village of West Milwaukee  
Mr. Paul Ziehler, City of West Allis  
Mr. Michael Weber, Village of Hales Corners  
Mr. Don Schaewe, City of Milwaukee

**Excused:** Mr. Eric Pearson, City of Milwaukee  
Mr. Derik Summerfield, City of Wauwatosa  
Mr. Chris Swartz, Village of Shorewood

**Staff Present:** Ms. Karen Sparapani, Executive Director, MADACC  
Ms. Laura Proeber, Operations Manager, MADACC  
Mr. John McDowell, Field Supervisor, MADACC  
Dr. Libby Gutting, Medical Director, MADACC  
Ms. Laura Nigbur, Volunteer/Community Outreach Coordinator, MADACC

### **1. Roll Call**

The meeting was convened at 1:00pm roll call was taken by Ms. Proeber and members in attendance; absent and excused were noted.

### **2. Public Comment**

Mr. David Mangold, from Justice Alliance Milwaukee and Save Milwaukee's Court Case Dogs, noted he has been attending board meetings for three years to help the court case dogs. Mr. Mangold would like to see MADACC give up the contract for handling seized dogs and let Milwaukee find a better way to handle these cases.

**3. Approval of Minutes**

a. Meeting of April 15, 2014

After a brief discussion, a motion was made by Mr. Ziehler and seconded by Mr. Weber to approve the minutes of the meeting held April 15, 2014 as submitted.

The motion passed unanimously.

**4. Executive Director's Report**

**a. Statistical Update – April 2014**

Ms. Sparapani reported Admissions and Euthanasia down for the month of April with Transfers, Adoptions and Return to Owners up.

Ms. Sparapani noted Rescue Groups and WHS helped MADACC greatly in achieving an increase of 200 animal transfers for the year.

After discussion, a motion was made by Mr. Ziehler and seconded by Mr. Schaeve to approve the statistical report for the month of April 2014 as submitted. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported the UW Madison Veterinary program finished up the semester. MADACC will use the students again in fall for spay/neuter services.

Ms. Sparapani reported the American Veterinary Medical Association (AVMA) toured MADACC. The Milwaukee Career College (MCC) Veterinary Technician program is seeking accreditation through the AVMA. MCC has been working with MADACC, providing spay/neuter and other medical services.

Ms. Sparapani reported WHS assisted MADACC in performing a necessary surgery for a dog in MADACC's care.

Ms. Sparapani reported meeting with the architects to update costs associated with renovating the kennels at MADACC.

Ms. Sparapani reported attending the ICC meeting to request amnesty for pet license late fees in July.

**c. Supervisor's Report**

Dr. Gutting thanked WHS for their assistance in an emergency surgery needed for a dog in MADACCs care.

Ms. Nigbur reported on a tree dedication on the Saturday during Memorial Day weekend. Modern Woodmen donated the tree in honor of dogs who served in the military.

Ms. Nigbur reported the cat adoption events at Petsmart have averaged 3 adoptions per weekend.

Ms. Nigbur reported showcasing MADACC adoptable dogs on Saturday, June 7, in the outside kennels.

Ms. Proeber reported the new walk-in cooler has been installed.

Ms. Proeber reported on general maintenance to the crematories.

Mr. McDowell reported the new van has been delivered.

Mr. McDowell reported on one employee not returning to work for another month, at least, after a fall on ice while chasing a dog.

Mr. McDowell reported one bid has been received for the new security system. Mr. McDowell expects the project to have two phases.

**d. Friends of MADACC Update**

Ms. Sparapani reported the Walk, Run, Wag event will be held June 21.

Ms. Sparapani reported FOM will be represented at upcoming Chill on the Hill events at Humboldt Park.

**5. Treasurer's Report**

**a. Financial Statements –April 2014**

Mr. Ziehler reported excess Revenues over Expenses at \$499,912, with a beginning General Fund balance of \$473,048, or an ending General Fund balance of \$972,960.

Mr. Ziehler reported revenues in License and Fees at 68% of budget, Public Charges for services at 34% of budget and Other Revenue at 5% of budget, with total revenues at 48.84%.

Mr. Ziehler reported expenses in Personnel Services Costs at 27% of budget, Contracted Services at 39% of budget, Municipal Services and Deposits at 34% of budget, Materials and Supplies at 28% of budget and Capital Outlay at 64% of budget, with total expenses at 30.11%.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Weber to approve the financial statements for April 2014 as submitted. The motion passed unanimously.

**6. Closed Session**

A motion was made by Mr. Weber and seconded by Mr. Schaewe at 1:30 pm to conduct a roll call vote to move into closed session per WI Statute 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Specifically in regard to ownership and length of stay of animals as defined in WI SS 173. In favor: Mr. Hayward, Mr. Schaewe, Mr. Weber and Mr. Ziehler. Opposed: none. Motion passed.

**7. Adjournment**

There being no further business, a motion was made by Mr. Ziehler and seconded by Mr. Schaewe to adjourn the meeting of May 20, 2014 at 2:59pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber  
Operations Manager