Milwaukee Area Domestic Animal Control Commission

**(MADACC)**

**3839 W Burnham St**

**West Milwaukee, WI 53215**

**Phone (414) 649-8640 Fax (414) 763-6234**

**OPERATIONS COMMITTEE MINUTES**

## Meeting of January 16, 2018 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St
West Milwaukee, WI 53215

**Members Present:** Mr. John Hohenfeldt, City of Cudahy

  Ms. Stephanie Janz, Village of River Hills

Mr. Mark Luberda, City of Franklin

Mr. Don Schaewe, City of Milwaukee

Mrs. Rebecca Grill, City of West Allis

Mr. Derik Summerfield, City of Wauwatosa

**Member Excused:** Mr. Eric Pearson, City of Milwaukee

**Staff Present:** Ms. Karen Sparapani, Executive Director, MADACC

 Ms. Laura Proeber, Operations Manager, MADACC

 Ms. Kathy Shillinglaw, Volunteer & Outreach Coordinator, MADACC

1. **Roll Call**

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

1. **Public Comment**

Mr. Schaewe was asked to leave during the Public Comment portion of the meeting as there is currently a restraining order against Mr. Daniel Crowley that states he shall have no contact with City of Milwaukee employees.

Mr. Crowley stated he was hospitalized on January 8th and had a trailer that was wrongfully entered and his three dogs were removed. Mr. Crowley stated the dogs help with comfort and he only has $150 to get the dogs out. Mr. Crowley stated the fee was reduced to $300 but he cannot afford that and asked MADACC to release his dogs for $150. Mr. Crowley stated he is currently residing in a pet friendly motel. Mr. Crowley stated he suffers from anxiety and dyslexia and MADACC needs to accommodate him due to the Americans with Disabilities Act (ADA).

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Mr. Hohenfeldt asked Ms. Sparapani about the fees. Ms. Sparapani stated after speaking with the District Attorney and Milwaukee Police Department the fees were reduced to $100 per animal and Mr. Crowley had until close of business on Sunday, January 14th to reclaim his dogs. Ms. Sparapani noted MADACC assumed the dogs were pulled for animal cruelty given the condition of the dogs. Ms. Sparapani reported the dogs suffered from severe matting and toe nails so long one dog could not walk properly. The dogs had to be sedated to get shaved down and were medicated with antibiotics and pain medications after uncovering other medical issues.

Ms. Sparapani reported she is adhering to Wisconsin State Statute 173 and fees will not be reduced further. Ms. Sparapani further stated the ADA is to protect individuals with disabilities from being discriminated against. Ms. Sparapani noted Mr. Crowley is not being discriminated against and accommodating Mr. Crowley by reducing fees is not covered by the ADA.

Mr. Crowley stated his rights were being violated and he will personally call a special audit against MADACC. Mr. Crowley became increasingly agitated and was asked to leave by Mr. Hohenfeldt.

1. **Approval of Minutes**

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Luberda to approve the minutes of the meeting held on December 19, 2017 with a request by Mr. Luberda to spell out an acronym the first time it is used in future minutes. The motion passed unanimously.

1. **Executive Director’s Report**

**a. Statistical Update - December 2017**

Ms. Sparapani reported Admissions down 1.5 % for the month of December.

Ms. Sparapani reported Adoptions up 3%, Reclaims steady, Transfers down 6% and Euthanasia down 2% for the month of December.

Ms. Sparapani reported Admissions down 2%, Adoptions up 5%, Euthanasia unchanged, Reclaims steady and Transfers down 6% for the year. Ms. Sparapani noted Transfers are down due to increase in Adoptions.

Ms. Sparapani reported Wisconsin Humane Society (WHS) pulled 89 animals, Shelter From the Storm pulled 19 animals and CARE Rescue pulled 4 animals in December. Ms. Sparapani reported the above three shelters/rescues also pulled the most animals for the year. WHS pulled 1439 animals, Shelter From the Storm pulled 133 animals and CARE Rescue pulled 78 animals in all of 2017.

After discussion, a motion was made by Mr. Luberda and seconded by Mr. Summerfield to approve the statistical report for the month of December 2017. The motion passed unanimously.

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**b. Operational Update**

Ms. Sparapani reported working on an estate planning brochure for MADACC. Ms. Sparapani reported she will post it on the MADACC website and add a donate now button to the website.

Ms. Sparapani reported receiving more donations with the licenses this year.

Ms. Sparapani reported working with Alderwoman Lewis on an informational sheet about evictions and what to do with animals - providing a resource sheet for individuals who need assistance or cannot keep their animals.

Ms. Sparapani reported meeting with Michael Williams to discuss appropriate workplace behavior.

Ms. Sparapani reported wanting to resolve some nagging issues at the municipal level. Three issues need to be addressed. The first being breed specific legislation. Currently Cudahy, South Milwaukee and Milwaukee are the only municipalities with specific Pit Bull ordinances. The second topic to address is tethering animals outside. Ms. Sparapani does not believe in banning tethering but limitations on amount of time, proper shelter and amenities need to be addressed. The third topic to address is the matter of trap neuter release (TNR) cats. Ms. Sparapani noted people will do it whether legal or not so at least educate the public on the issue. Mr. Schaewe noted the City of Milwaukee had a 5 year pilot program with TNR cats that collapsed because of the nuisance the cats became. Ms. Sparapani stated the new science behind TNR is to release a cat back where it was found, not into colonies.

**c. Supervisor's Report**

Ms. Shillinglaw reported a large group is scheduled for the upcoming volunteer orientation.

Ms. Shillinglaw reported working on boosting license sales.

Ms. Proeber reported the final audit is scheduled for the week of January 29th.

Ms. Proeber reported the crematory room was so cold the pipes froze to the kennels. MADACC may need to address this issue in the future.

Ms. Proeber reported issues with a solar tube in the kennels that may be from another roof leak.

**d. Friends of MADACC Update**

Ms. Sparapani reported Friends of MADACC (FOM) is having their strategic planning meeting this Saturday.

Ms. Sparapani noted FOM meets the third Wednesday of every month at 6pm if any of the Operations Committee members were interested in attending.

Ms. Sparapani reported with the new veterinarian starting soon, MADACC is looking at purchasing and x-ray machine. MADACC currently has to send animals to other clinics and pay for imaging services. FOM is on board with fundraising for the X-ray machine.

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1. **Treasurer’s Report**
	1. **Draft Financial Statements – December 2017**

Ms. Sparapani reported on the financial statements in Mr. Pearson’s absence.

Ms. Sparapani reported a General Fund balance of $637,430, a Debt Service balance of ($36) and a Capital Projects Fund balance of $543,981.

Ms. Sparapani reported the General Fund Revenues at $2,975,104 and Expenses at $2,718,558, with an excess of revenues over expenditures for the year of $256,546. With a beginning General Fund balance of $380,884, the ending General Fund balance in December was $637,430.

Ms. Sparapani reported revenues in Intergovernmental at 100.00%, License and Fees at 102.69%, Public Charges for Services at 116.79%, Commercial Interest Income at 353.18% and Other Revenues at 206.45% of budget. Overall, Revenues were at 106.77% of budget.

Ms. Sparapani reported expenses in Personnel Services Costs 101.23%, Contracted Services at 88.04%, Municipal Services and Deposits at 110.68%, Materials and Supplies at 81.94% and Capital Outlay at 99.87% of budget. Overall, Expenses were at 97.71% of budget.

After a brief discussion, a motion to approve and accept the draft December 2017 financials with an addendum that any questions that may arise be addressed at the next meeting for Mr. Pearson since he was not present today was made by Mr. Schaewe and seconded by Mr. Luberda. The motion passed unanimously.

1. **Adjournment**

There being no further business, a motion was made by Mr. Schaewe and seconded by Mr. Hohenfeldt to adjourn the meeting of January 16, 2018 at 1:58pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager