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 May 15, 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. Don Schaewe, City of Milwaukee

Mr. Eric Pearson, City of Milwaukee

Mr. Mark Luberda, City of Franklin

Mr. Derik Summerfield, City of Wauwatosa

Mrs. Rebecca Grill, City of West Allis

**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**

None.

1. **Approval of Minutes**

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Ms. Janz to approve the minutes of the meeting held on April 17, 2018 as presented. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update - April 2017**

Ms. Sparapani reported Admissions down 16.5 % for the month of April.

Ms. Sparapani reported Adoptions up 3%, Reclaims down 1 %, Transfers down 3% and Euthanasia up 2% for the month of April. Ms. Sparapani noted in general, getting in more animals that can’t be adopted out. Ms. Sparapani noted Wisconsin Humane Society (WHS) is also seeing this trend.

Ms. Sparapani reported Adoptions up 4%, Reclaims down 1%, Transfers down 2% and Euthanasia up 1% year to date.

Ms. Sparapani reported WHS pulled 102 animals, Bichon & Little Buddies pulled 10 animals and Oconto Humane Society pulled 7 animals in April.

After discussion, a motion was made by Mr. Summerfield and seconded by Mr. Luberda to approve the statistical report for the month of April 2018. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported Brown Deer United Church will be closing their doors and making a legacy donation to MADACC for $3,000.

Ms. Sparapani reported working with Glendale and the MPD on a large cruelty case.

Ms. Sparapani reported sharing an intern with Darren Rausch, Greenfields Health Director. The intern is a student at Marquette University going for his Masters of Public Health. Ms. Sparapani noted the intern will helping with legislation and ordinances regarding breed, tethering and trap-neuter-release laws.

Ms. Sparapani reported working on a $50,000 ASPCA Ignite Grant for creating standardized animal control practices.

Ms. Sparapani reported working with Dr. Gutting on a Pet Smart Charities grant for medical equipment.

**c. Supervisor's Report**

Ms. Shillinglaw reported meeting at Milwaukee Area Technical College to discuss homeless initiatives in Milwaukee. Ms. Shillinglaw noted she is willing to go out and talk to groups regarding MADACC if any municipalities are interested.

Ms. Proeber had nothing to report.

**d. Friends of MADACC Update**

Ms. Sparapani reported signs are available for municipalities to promote this year’s Walk, Run, Wag event.

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1. **Treasurer’s Report**
	1. **Financial Statements –April 2018**

Mr. Pearson reported the General Fund Revenues at $1,387,412 and Expenses at $834,298, with an excess of revenues over expenditures for the year of $553,114. With a beginning General Fund balance of $613,626, the ending General Fund balance in April was $1,166,740.

Mr. Pearson reported revenues in Intergovernmental at 49.81%, License and Fees at 71.88%, Public Charges for Services at 32.45%, Commercial Interest Income at 126.10% and Other Revenues at 24.97% of budget. Overall, Revenues were at 46.73% of budget.

Mr. Pearson reported expenses in Personnel Services Costs 27.40%, Contracted Services at 33.76%, Municipal Services and Deposits at 24.10%, Materials and Supplies at 18.28% and Capital Outlay at 72.03% of budget. Overall, Expenses were at 28.10% of budget.

Mr. Hohenfeldt questioned why the Over& Short Account was so high. Ms. Proeber noted this account will be up and down throughout the year because of refunds.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Luberda to approve the April 2018 financials as presented. The motion passed unanimously.

1. **Adjournment**

There being no further business, a motion was made by Mr. Luberda and seconded by Mr. Schaewe to adjourn the meeting of May 15, 2018 at 1:22pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager