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 February 15th, 2022 – 1:00pm

Meeting Via Teleconference

**Members Present:** Mr. Michael Neitzke, City of Greenfield

Mr. Don Schaewe, City of Milwaukee

Mr. Jim Archambo, City of Wauwatosa

Mr. Paul Boening, Village of Whitefish Bay

Mr. Thomas Bell, City of Milwaukee

Ms. Stephanie Waala, Village of River Hills

**Excused:**  Ms. Rebecca Grill, City of West Allis

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

Ms. Laura Proeber, Operations Manager, MADACC

1. **Roll Call**

The Microsoft Teams conference id 601 728 734# was convened at 1:00pm; 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 Mr. Bell to approve the minutes of the meeting held on January 18, 2022. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update – January 2022**

Ms. Sparapani reported Admissions were up 20.67% in January compared to last year.

Ms. Sparapani reported Adoptions and Reclaims were down for the month with Euthanasia and Transfers up for the month.

Ms. Sparapani reported WHS pulled 39 animals, K&R Small Animal Rescue took in 14 animals and Urban Cat Coalition took in 10 animals.

After discussion, a motion was made by Mr. Neitzke and seconded by Mr. Schaewe to approve the statistical report for January 2022. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported MADACC’s newest Veterinarian has resigned.

Ms. Sparapani reported on hoarding and seizure cases, including four starved puppies.

Ms. Sparapani reported on an upcoming Valentine’s Day promotion for long term dogs.

**c. Supervisor's Report**

Ms. Proeber reported on preparations for the final audit next week.

**d. Friends of MADACC Update**

Ms. Sparapani reported Barktoberfest is continuing in 2022.

1. **Treasurer’s Report**
   1. **Financial Statements – January 2022**

Mr. Bell reported everything is looking good for the first month of the year. The only concern was regarding Overtime. Ms. Sparapani noted having one officer on paternity leave and a couple of holidays contributed to the Overtime.

After discussion, a motion was made by Mr. Schaewe and seconded Mr. Neitzke to approve the financial report for January 2022. The motion passed unanimously.

1. **Closed Session**

A motion was made by Mr. Bell and seconded by Mr. Schaewe at 1:12 pm to conduct a roll call vote to move into closed session per WI Statute 1985.1.c to consider employment, promotion, compensation or performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility. In favor: Mr. Neitzke, Mr. Schaewe, Ms. Janz, Mr. Boening, Mr. Archambo and Mr. Bell. Opposed: none. Motion passed.

A motion to reconvene into open session was made by Mr. Bell and seconded by Mr. Boening at 2:01pm with a decision to increase the Executive Director’s base salary by 3% with an additional $3,500 performance bonus.

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1. **Adjournment**

There being no further business, a motion was made by Mr. Neitzke and seconded by Mr. Archambo to adjourn the meeting of February 15, 2022 at 1:15pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager