

ANIMAL SHELTER MEETING
MINUTES
FEBRUARY 25, 2022 – 11:00 AM

PRESENT

Tim Fitzgerald, Augusta County Administrator
Mike Hamp, Waynesboro City Manager
Leslie Beauregard, Staunton Interim City Manager
Candy Hensley, Assistant to the County Administrator
Shelter staff
Many citizens
Rescue group members

Media: Katelyn Waltemyer – News Leader
Tara Todd – NBC 29

1. Shelter owners introduced themselves.
2. Memorandum of Understanding (MOU) – Discussed changes to the MOU. The fiscal agent will change from Waynesboro to Augusta County effective July 1, 2022.
Motion: Hamp Second: Beauregard Approved
3. Director's Position - The owners considered the draft job description for the director's position and the advertisement. The consensus was to approve the job description and advertise the first of the week.
4. Organizational Structure – Mr. Fitzgerald reviewed the proposed organizational chart. Mr. Fitzgerald discussed current concerns on where to place staff. Offices are needed and it could cause stress as we work through the situation. It was stated that all staff will be kept and no salary would be decreased. It is anticipated that the new director will help with job descriptions of the remaining positions.
Motion: Hamp Second: Beauregard Approved
5. Supervising Veterinarian – Mr. Fitzgerald shared his thoughts on a supervising veterinarian for the shelter. There has been conversation with the State VDACS inspector. It is questionable if a supervising vet is required, or if it could be another model. Owners are working through it and may have more questions. Owners appreciate the grant money received to assist with medical expenses. Mr. Fitzgerald indicated a veterinarian was interested in being on county payroll, however it is not allowed. Veterinarian direction will be determined in time for the next meeting.

6. Advisory Committee – Mr. Fitzgerald indicated he is not against an advisory type committee. Currently, a director is a priority. We would need to determine what a committee would look like, including number of people, how appointed, how they interact and who with, etc. There needs to be a clear understanding on function. A director is key to that discussion.

Mr. Hamp supports the course of action Mr. Fitzgerald shared. He said it would take time for reform and improvements prior to a committee being beneficial.

Beauregard discussed there are many things that a committee could do. There are a lot of examples around the state on setting up the committee. She agreed the current priority is the director.

7. Updated on Maintenance Items – Mr. Hamp reported that everything on the list has been completed except; HVAC improvements – There are temperature concerns and we are working to receive a quote from a contractor; Floor issues – A contractor is not returning calls; Door issues – Still working on coordinating between shelter staff and maintenance staff; Dishwasher – Currently obtaining quotes.
8. ShelterLuv Software Changes – Mr. Hamp reported that a payment module has been added by the company and they want us to use it, or we may be charged for software use. We need to investigate on whether to continue with the software or make a software change.

Mr. Fitzgerald mentioned there are IT needs as well.

9. The owners thanked everyone at the meeting. They encourage everyone to continue to work together. Owners thanked Tracey and the staff as well as support groups. Everyone has valuable prospective to share. Owners asked people to be patient with the owners as they get started on reorganizing and implement changes.

Public Comment:

Amy Hammer – Augusta Dog Adoptions – She was impressed with the proposed structure and consideration of an advisory committee. She was glad everyone is engaged. She indicated space is a concern.

Kathy Waltz – Staunton – She suggesting considering internships, fundraising, and has experience. She suggested asking BRCC for volunteers or interns from their vet tech program. Further, she suggested the advisory committee could look at fundraising.

Danny Link – Augusta Dog Adoptions – He thanked the owners for the increased positions. He also appreciates the shelter staff and the high save rate. He “echoed” what Amy Hammer said.

Mike Nickel – Staunton – He indicated he was involved with the shelter when it was created. He and his wife volunteers. He thanked the volunteers for their hard work.

Barbara Franklin – Waynesboro – She indicated social media is an issue and the shelter has become more of a sanctuary for animals. She feels the shelter is saving too many animals at taxpayers' expense. She suggested that rescues open a sanctuary instead of using the public shelter as such.

Renee Clark – Cat's Cradle – She would like to review the job description and send comments. She would like a committee involved in hiring the director. She wants the owners group to maintain the current save rate and is interested in making that part of the job description. She indicated fundraising could save taxpayers money. She does not want to lose animal space in the shelter for employees. She suggested placing a trailer for an office.

Kevin Wilks – Augusta County – He indicated he is learning. He suggested a non-profit shelter. He indicated a point of contact is needed at the shelter. He plans to discuss with Swope Fire volunteers about helping at the shelter. He suggested high school groups could volunteer and that maybe UVA could assist with a veterinarian.

Jean Frazier – Augusta County and Shelter Volunteer – She is a contact for volunteers. She thanked the owners for their work.

Amy Hammer – indicated medical expenses are paid by volunteers, Friends of SVASC, and by donations.

11:55 AM – Adjourn – Motion: Beauregard Second: Hamp Approved

Next Meeting – March 15, 2022, 2:00 p.m.