

ANIMAL SHELTER MEETING

MINUTES

July 28, 2022 – 1:00 PM

PRESENT

Tim Fitzgerald, Augusta County Administrator

Mike Hamp, Waynesboro City Manager

Leslie Beauregard, Staunton Interim City Manager

Alidia Vane, Shelter Director

Candy Hensley, Assistant to the County Administrator

Rescue group members

Citizens

1. Minutes were presented.

Motion: Hamp Second: Beauregard Approved

2. Mr. Fitzgerald introduced Alidia Vane to the groups. Ms. Vane has been at the shelter for the last few weeks and is learning her new job.
3. Mr. Fitzgerald indicated that fiscal agent transition related to HR, payroll and IT are completed. Facilities maintenance items have transitioned and there have been some maintenance to the air conditioning and ventilation systems completed.
4. A veterinarian contract is still being explored. There are some options under procurement regulations. We will be exploring those. There are plans to meet with Dr. Hansen.

Ms. Vane indicated veterinarian costs for the last three months totaled \$2,784. This is expense is from locality funds. Not grant funds. At next month's meeting, Ms. Vane will report grant funds spent on veterinarian costs.

5. Ms. Vane presented the populations report, attached. For clarification, the total number on hand includes those in foster. For example, of the 201 cats, 108 are in foster.
8. Ms. Vane presented the Director's Report. She indicated she is excited to be here and in her new role. She highlighted the following:
 - Hiring two new positions – Operations Manager and Clerical Support
 - The transitions is going smoothly.
 - A PetCo grant was received for \$30,000 for spay and neuter.

- There will be a new volunteer's event series starting this Friday morning. The focus is to allow volunteers to assist without signing up as an official volunteer. They will be able to learn more about the shelter and ways to help before committing. Volunteers will assist with tidying up the shelter before the weekend.

Ms. Vane indicated she is enjoying the office trailer very much.

9. Public comment and questions were received as follows: long range plans for the shelter, the immediate need to a veterinarian, does the shelter have the funding it needs, employee's pay scale and classification, borrowing traps for cats being spayed and neutered, how to introduce changes to ordinances, relationships with animal control, and are part-time staff offered benefits if working more than the hours allowed under part-time.
9. Future meetings will be held on the 4th Tuesday of each month at 2:00 PM. The next meeting will be August 23, 2022 at 2:00 PM.

10. Closed Session

Motion: Beauregard Second: Hamp Approved