

North Utah Valley Animal Services Special Service District
Pending Monthly Board Meeting Minutes
November 16th, 2023
87 East 100 South, Pleasant Grove, Utah 84062

BOARD MEMBERS PRESENT:

Cedar Hills- Jenny Peay
Highland- Scott Smith
Lindon- Orlando Ruiz
Orem- Kris Pease
Pleasant Grove- Carl Nielson

OTHERS PRESENT:

Director- Tug Gettling
Legal Counsel- Laramie Merritt
Minutes- Janeen Olson

MEMBERS ABSENT:

Alpine-
American Fork-
Eagle Mountain- Tara Freeman
Lehi- Chad Ray
Saratoga Springs- Owen Jackson
Utah County- Steve Alder
Utah County Sheriff's Office- Yvette Rice
Vineyard- Don Overson

OTHERS ABSENT:

OPEN THE MEETING:

1. Welcome and Introductions: Vice Chair Scott Smith opened the meeting at 10:02, welcoming the group and stated there were several members that were not going to be in attendance today, noting we do not have enough for a quorum.
Kris Pease entered the room at 10:03
2. Prayer/Thought- Offered by Jennifer Peay

WORK SESSION ITEMS:

1. No Items.

PUBLIC HEARING ITEMS:

1. No Items

GENERAL MEETING ITEMS:

1. **Public Comment-** Karen McCoy commented that she had noticed the change on the website with the announcement of how many animals had been adopted out for the year after the request last month. While that was great, she would like to see the counter updated more frequently since it has remained the same count. She questioned if legal counsel could look into the single event insurance policy that had been mentioned at the previous meeting and was aware of a community project that American Fork City had done with success and believes with social media it could benefit the shelter. She also mentioned partnering more with Best Friends to help with assisting with overpopulation and take advantage of more of their services. She also noted the change of hours in operations had opened up the shelter a little more and expressed the hope of maybe extending it another 30 minutes at night. Karen also suggested putting a survey on the website to see what hours would be more beneficial for the public.
Also, in attendance for the public were Justin Stewart & Caroline Fox neither of which chose to comment.

2. **Review and approve Minutes from the October 26th, 2023, North Utah Valley Animal Services Special Service District (NUVASSSD) Board of Directors Meeting-** Pending for a quorum until next meeting.
3. **Financial Report-** Tug noted in review of the Check Register there really isn't anything new or larger amounts than expected. He did mention that the \$1,183.20 charge to Amerisource Bergin under supplies was for a bulk purchase of drugs they needed. Tug relayed a conversation he had with a veterinarian recently about shortages of drugs used for sedatives as well as recent thefts of ketamine. In regard to the Financial Statement, Tug noted that he had not received the city participation fee from Lindon City. Orlando advised he had just spoken to them, and they stated it was sent, he will verify when it was sent and follow up. With 37.5% of the year past, and the total for Income is at 72.3% and Expenses is at 28.4% so we are looking good, with our last meeting only three weeks ago not a lot of change. Tug stated the County had advised him they wanted to purchase the air handler unit now. We have been putting money aside for this, it is just a little sooner than expected, however they stated if they purchase it now it will be cheaper and more available to deliver. Tug noted we have budgeted for \$45,000 and they quoted him \$34,244 for the unit, that does not include the installation and he has not been advised when it will get here. Everything else looks good and is within the perimeters we expected. Scott inquired on the Animal Licenses Income line item at 33%, with the previous issue of the funds not coded correctly how accurate is that. Tug stated 33% is correct now, however he stated we are still waiting for Orem IT, as far as he is aware we are still 5th on the priority list and their next steering committee meeting to discuss what projects is on November 29th, so getting closer.
4. **Shelter Progress Report-** Tug Gettling
 - Still working with Orem IT on some of the issues after the switch to Utopia, once it is fully functional it will be a benefit in connecting with Orem as well as cheaper, a lot of things are still being built into the infrastructure. One of the issues is the Shelter and County still don't have access to the HVAC system to make some of the adjustments, County is working with Orem and the State contractors and making some progress.
 - Personnel- We are still down a few positions and still experiencing the same issues noted last meeting, such as individuals not showing for interviews, others commented this pattern is not unique to just the shelter.
 - Operationally- Today we have about 60 dogs and 115 cats in the shelter.
 - Tug, his Assistant Director and two other employees completed their euthanasia training at a statewide training held at SUVAS. While they were there, they took a tour and noted differences between their shelter and ours, some helpful ideas came out of the visit, one was tinted windows, curtains at the top, to help with privacy and heat and the cost was minimal. Laramie noted they had just done the same with a film they applied with water.
 - Four new employees have also been trained on euthanasia and four more certified to do rabies vaccines.
 - Tug met with the Director of SUVAS to start a discussion on the possibility of building an additional shelter in the County, this was brought up about six months ago in one of our meetings and she stated they had been thinking about it also. He did acknowledge this is an enormous project and expense and several things to consider. One of which would be how it would affect our current budget depending on the location of the new shelter and if some of the cities in our district would be moved to another shelter. Tug also stated they don't want to build another place to just warehouse animals, and that we need to be looking at other things community wide to try to keep animals from coming into the shelter and getting them adopted out. He suggested maybe we need to spend more time, money, training, and resources for that than building another place to house more animals. They will be looking at things nationwide to come up with suggestions, he also wants to start visiting the shelters and look at their policies and procedures.

- Tug reviewed the history of the Utah Coalition of Animal Shelters that was started in 2010 for all the Shelter Directors in the State to meet and exchange ideas, Tug has passed off being the Chairman a few times over the years and he was recently contacted by someone in the Utah Animal Control Officers Association about helping get it started up again. He advised it most likely won't be until the new calendar year but believes the seven years it was in existence it had huge benefits to collaborate with other directors and get new ideas. Scott inquired if it was statewide and how many shelters, Tug advised it is statewide and they would just be working with the municipal shelters, not privately owned, he didn't have an exact count but stated there were usually around 40 that participated, a short discussion of some of the advantages was had.
 - Scott inquired about the number of animals adopted out, Tug did not have that figure but stated until they are more fully staffed the counter on the website will be done monthly. Once they are fully staffed, he is looking at adding more stats and information.
5. **Other business-** Tug noted this was Jennifer last meeting and Chandler would be starting in January, and we are still waiting for American Fork to appoint someone. He as well as other members thanked her for her participation and noted she will be missed and wished her well.
6. **Adjourned-** Jennifer Peay moved to adjourn the meeting. Scott Smith seconded the motion. All were in favor and the meeting was adjourned at 10:31 a.m.

CLOSED DOOR SESSION:

1. No Items

Next Meeting: January 25th, 2024 @ 10:00 a.m.