

**City of Bedford
Animal Shelter Advisory Board Minutes March 17th, 2021**

CALL TO ORDER/GENERAL COMMENTS

Dr. Susan Read called the meeting to order at 1:31 p.m.

APPROVAL OF MINUTES

1. Consider approval of the following Animal Shelter Advisory Board minutes:

a) December 9th, 2020

Dr. Susan Read advised the first order of business was to review the minutes from the last meeting, Dr. Susan Read asked if there were changes needed or approve as written.

Susan Read made the motion to approve the minutes as written and

Karen Killian seconded the motion.

NEW BUSINESS

2. Dr Read asked for an update regarding the winter storm and any damages to the animal shelter facility. Senior Officer Jakubik advised the board that the shelter does not have regular internet and phone services. IT is putting technology in place in an attempt to provide us with such services but so far the devices and software put into place have been inconsistent and not user friendly. Jakubik advised that some team member such as himself are working out of PD where there are more reliable workstation. Jakubik reported that the storage closet at the animal shelter was flooded due to a busted pipe but total damages to shelter supplies was less than \$100. Dr Read asked if we had a date when internet and phone will be restored. Staff did not know.

Karen Killian lead a discussion on does the shelter have a generator in the event of a power outage like we had during the winter storm. The shelter does not and Karen requesting information on the cost of a generator to power the shelter. Jakubik advised that we do not have a quote for a generator at this time but it will be in the tens of thousands. Dr Read advised we should look into purchasing a generator for the animal shelter. Karen Killian stated that our shelter needs upgrades and asked if there is any plan in place to do so. Capt. LaPenna stated that that the shelter staff is working with facility maintenance on repairs after the winter storm and looking at future upgrades to the facility. Ms Killian asked if it's true that there is a bond set aside for shelter improvements. Capt LaPenna stated there is and we are looking into how those funds could be accessed and best spent.

Report on shelter statistical data.

3. Dr. Susan Read advised the next order of business was to review the animal shelter stats and asked for comments. Karen Killian said staff is doing an excellent job. Dr. Read said she doesn't have any concerns with stats.

4. Dr Read asked if we are fully staffed. Jakubik advised that we did have a position cut, there for we are now fully staffed.

ADJOURNMENT

Dr. Susan Read moved to adjourn the meeting. Karen Killian seconded the motion. Meeting was adjourn at 1:51pm.

Chairperson Dr. Susan Read

Date Approved