



Spay and Neuter Advisory Board Meeting Minutes For June 8 and 9, 2017

Spay/Neuter Advisory Board Minutes of Meeting held on June 8 and 9 at the Maryland Department of Agriculture.

Advisory Board Members present:

Amy Hanigan-AH

Tami Santelli (HSUS-Chair)-TS

Steve Connelly (MDA)-SC

Caroline Griffin-CG

Robin Catlett (Anne Arundel Co Animal Services)-RC

Board Members not present: Amy Carney and representative of Pet Food Industry (seat vacant)

Additional Attendees: Craig Nielsen (MDA- CN), Dawn Cowhey (Chesapeake Feline Association-CFA), Donna Cochran (CFA) and Emily Hovermale (HSUS)

Staff Support Spay/Neuter Program: Jane Mallory (MDA) -JM

Introduction:

Meeting called to order by Chair T. Santelli (Chair). TS- Welcomed all.

JM reviewed materials and spreadsheets provided to board to aid in the review. Also provided minutes from previous meeting for board review later.

CN discussed the eligibility of 501-c3 that while not an animal welfare organization, does have an entity under its umbrella 501 c3 status that is an animal welfare organization and so qualifies under the program requirements.

I. Approach to meetings

TS reviewed with the board a prior decision to discuss aspects of proposals on June 8/9 meetings with the exception of budgets, which would be discussed on June 20. TS opened up for discussion to Board if there were any specific categories of budget items that could be discussed and resolved quickly in the 8th/9th meetings. The Board agreed to discuss and resolve budget requests that are prohibited by the program or clear cut budget issues that can be easily resolved at the June 8/9 meeting to save time for more in depth budget discussions related to reductions in surgeries or scaling back of a project on June 20.

All agreed to discuss applications in order of rank from highest to lowest average ranking.

II. Program Business: Individual Application Merit Discussion

Application 308: BARCS: SC motion to approve as is to June 20 meeting. AH 2nd. No discussion required. All in favor-none opposed. Motion passed.

Application 323: Anne Arundel Co Animal Services: RC recused self. SC motion to move to June 20 meeting as is. AH 2nd. 4 in favor-none opposed, 1 abstained (RC). Motion passed.

Application 337: St Mary's AWL: AH motion to approve as is to June 20 meeting as is with price/per surgery clearly delineated and all price assurance forms provided. RC 2nd. Discussed: JM will coordinate with them on price assurance forms. All in favor-none opposed. Motion passed.



Application 326 Humane So. Charles Co (Pets): SC motion to approve as is to June 20 meeting. RC 2nd. No discussion required. All in favor-none opposed. Motion passed.

Application 307: Laurel Cats (feral): RC motion to approve as is to June 20 meeting. CG 2nd. No discussion required. All in favor-none opposed. Motion passed.

Application 320: Tip Me Frederick: AH motion to approve as is to June 20 meeting. RC 2nd. Discussed: Need to clarify/confirm that release of kittens less than 12 weeks will be prohibited. All in favor-none opposed. Motion passed.

Application 335: Frederick Co Animal Control: SC motion to move to budget meeting with possible reductions. RC 2nd. Discussed: Higher surgery cost because using local vets. All in favor-none opposed. Motion passed.

Application 324: Humane Society of Kent Co: SC motion to budget meeting but with discussion of budget. RC 2nd. Discussed: Board discussed the need for coordinator and agreed number of surgeries does not warrant funded coordinator. Means testing needed and, if approved, JM will coordinate with applicant for means testing. All in favor-none opposed. Motion passed.

Application 301: Humane Society of Washington Co: SC motion approve as is to June 20 meeting. RC 2nd. Discussed: Agreed title should be changed from Low Cost to No Cost. JM agreed to discuss changing rabies vaccination protocol to 12 weeks, instead of waiting until 16 weeks. JM also agreed to coordinate with applicant to clarify means testing and confirm that shelter animals may not be included. All in favor-none opposed. Motion passed.

Application 312: Humane Society Somerset Co/Rude Ranch: RC motion to move proposal to budget meeting. AH 2nd. Discussed: JM to confirm that they intend that transport will be every other week. All in favor-none opposed. Motion passed.

Application 330: Best Friends in Harford Co: SC motion to move to budget meeting. RC 2nd. Discussed: The cost of neuters unclear. JM will clarify with applicant for the cost of neuters and cheaper option will be used when possible. JM to confirm they will not limit to trapping females. Also will ask them how they have done their 900 previous surgeries. All in favor-none opposed. Motion passed.

Application 318: Talbot Humane: AH motion to approve as is to June 20 meetings. SC 2nd. Discussed: Agreed to reduce coordinator to 12.00/hr. JM to confirm with applicant that the service is limited to pets. All in favor-none opposed. Motion passed.

Application 333 Sunshines Friends (feral): RC motion to move to budget meeting. AH 2nd. Discussed: remove coordinator. Needs numbers from county AC/shelters. All in favor-none opposed. Motion passed.

Application 322: Last Chance Animal Rescue (feral): RC motion to hold until next budget meeting. SC 2nd. Discussed: JM to give feedback to applicant regarding connect target with shelter intake areas. Hold application until next meeting to get answers to specific questions submitted to applicant prior to meeting. All in favor-none opposed. Motion passed.

Application 327: Humane Society of Charles Co (feral): RC motion to move to budget meeting. SC 2nd. Discussed: Cost of surgeries higher than norm. JM to clarify the cost of surgeries. All in favor-none opposed. Motion passed.

Application 305: Baltimore County Dept Health (pet): AH motion to move forward as is. SC 2nd. Discussed: All agreed applicant needs to put only pertinent relevant information in future applications. JM agreed to request a more defined mean testing. All in favor-none opposed. Motion passed.

Application 336: SPCA Humane Society of Price Georges Co: RC motion to move to budget meeting. AH 2nd. Discussed: Remove contingency fund, remove direct mailing as cost prohibitive, and change title to omit "low cost" reference in title. All in favor-none opposed. Motion passed.

Application 319: MD SPCA: AH motion to move to budget meeting. RC 2nd. Discussed: Overall request in relation to organization's high financial assets, high cost for advertising and coordinator. Expressed some concern about decrease in annual procedures. All in favor-none opposed. Motion passed.



Application 304: Baltimore Co. Dept Health (feral): TS motion to approve as is. RC 2nd to discuss. Discussed: Concerns regarding lack of commitment to BMP regarding 100 percent goal of target, lack of stats, and lacked specific targeting. TS withdrew motion. AH motion to remove from further consideration. RC 2nd. 3 in favor-2 opposed (TS and CG). Motion passed.

Application 313: Caroline Humane Society: CG motion to move forward to budget meeting. RC 2nd. Discussed: JM to confirm plan to fix 500 cats not 400 as referenced on page 4. JM to provide feedback to applicant suggesting that they consider applying for vet HQHV training in a future application. All in favor-none opposed. Motion passed.

Application 316: Baltimore Humane Society: RC motion to move forward as is, after they provide means testing. CG 2nd. RC motion to amend motion to move proposal to budget meeting. SC 2nd. Discussed: High cost of advertising outreach items. All in favor-none opposed. Motion passed.

Application 311: HART for Animals: RC motion to move to budget meeting with removal of prohibited budget items. SC 2nd. Discussed: Capstar still considered prohibited and JM to remove. Advertising too high and may be reduced. All in favor-none opposed. Motion passed.

Application 332: Charm City Companions: AH motion to move to budget meeting. SC 2nd. Discussed: Several price assurance forms missing and lacked shelter stats. JM to obtain these from applicant. Reviews paid coordinator and some equipment requests that will be cut for budget meeting. All in favor-none opposed. Motion passed.

Application 334: Sunshine's Friends (pets): RC motion to move forward with discussion regarding the funding for a coordinator. SC 2nd. Discussed: Cut coordinator and other budget items. Lacked stats from Anne Arundel Co and means testing. JM will coordinate with applicant to obtain these. All in favor-none opposed. Motion passed.

Application 302: Humane So Wicomico Co: AH motion to approve as is to June 20 meeting. SC 2nd. Discussed: Primarily for applicant feedback: need stats on specific target areas, more details and better organization. All in favor-none opposed. Motion passed.

Application 314: Bowie CLAW: RC motion to move to budget meeting with budget cuts of prohibited items. AH 2nd. Discussed: Remove first aid supplies, food for trapping, hand guards, carabiners, and reduce trap cost to \$80/trap. 5 in favor-one opposed (AH). Motion passed.

Application 331: Montgomery County Humane So: AH Motion to hold to budget meeting with stipulation that Dept hold funding until applicant receives licensing and signed statement that clinic is ready and vet is hired. TS 2nd. Discussed: Board felt application was premature: no vet on board yet, lack of history of doing procedures. AH Motion withdrawn. TS motion to remove from consideration and recommend they reapply in next cycle. RC 2nd. All in favor-none opposed. Motion passed.

Application 315: Chesapeake Feline Association: RC motion to approve as is with budget items addressed, to June 20 meeting. CG 2nd. Discussed: Remove funding for conference. Reduce training to 3 people. Applicant coordination with Humane Alliance. RC amended motion to make cuts and reductions and appropriate training to be determined. AH asked that motion be amended to move application to budget meeting to discuss these issues when more information regarding the specific types of training, and what is most appropriate for the applicant, is known and to include means testing. RC 2nd. 4 in favor-2 abstain (SC & AH). Motion passed.

Application 306: Laurel Cats (pets): AH motion to remove from further consideration. SC 2nd. Discussed: Pet cats can be covered in approved feral project. Liked transportation and bilingual materials. Lacked shelter stats. All in favor-none opposed. Motion passed.

Application 317: Cecil Co AC: AH motion to move to budget meeting. RC 2nd. Discussed: Needs means testing and discuss other budget items. 3 approve. 2 abstain (SC and CG). Motion passed.

Application 309: Prince Georges Co Animal Services: AH motion to approve subject to budget discussion. SC 2nd. Discussed: No shelter data provided, high surgical cost, high advertisement cost, reduction in annual surgeries, and need for funding e-collars when other cheaper options may be



available. Need previously requested information regarding shelter data in TNI area. TS requested an amendment to motion to move to budget meeting until the high cost of surgeries and other issues could be answered. AH amended motion. SC 2nd. All in favor-none opposed. Motion passed.

Application 328: Chesapeake Charities: RC motion to approve as is to June 20 meeting. CG 2nd. Discussed: Proof of standing with state corrected. Means testing lacking. No specific targeting. RC amended motion to approve provided they provide proof of good standing and means testing. 3 in favor. 2 opposed (SC and AH). Motion passed.

SC motion to adjourn until the next morning (June 9). TS 2nd. All in favor- none opposed. Motion passed.

June 9, 2017- 9:00 AM MDA Headquarters: Meeting continued.

Application 329: MCPAW: CG motion to budget meeting. RC 2nd. Discussed: No stats provided, no euthanasia number, objectives unclear and some methodology unclear and rehoming plan unclear. Needed hard numbers, not generalizations. Tighten up targeting. Good pricing, group capable. Application lacked enough detail. CG amended motion to remove application from further consideration. AH 2nd. All in favor- none opposed. Motion passed.

Application 321: Rockcreek Cats: RC motion to remove from further consideration. AH 2nd. Discussed: No shelter stats, outcomes and methods lacked detail. Need data and info on how to accomplish goals. Strengths: group capable and cost effective. Increased procedures. Good letters of support. All in favor- none opposed. Motion passed.

Application 339: Feline Rescue Association: AH motion to remove from further consideration. RC 2nd. Discussed: Target and assessing data weak, may overlap with other funded city wide TNR project (BARCS). Territory already covered. Should try to obtain letter of support from BARCS. Good dedicated group. 5 in favor- one abstain (CG). Motion passed.

Application 303: Humane Society Wicomico Co. RC motion to remove from further consideration. AH 2nd. Discussed: Cost effectiveness. Good. Needs letter confirming partnership with TNR group. Lacks targeting and details. Need to show evidence they have capability. Need to use MDA BMPS. All in favor- none opposed. Motion passed.

Application 310 HART For Animals (feral): RC motion to remove from further consideration. AH 2nd. Discussed: Cost of surgery too high for cat surgery. Too many prohibited items. Need to hook up with an experienced TNR group, such as Laurel Cats, to understand methodology. Need to target specific colonies. All in favor- none opposed. Motion passed.

Application 338: Fixing Cats For Shore: RC motion to remove from further consideration. AH 2nd. Discussed: Good capabilities. Lacked targeting and needs more detail in objectives. Cost were high, especially advertising. Coordinator too high and not justified. Question regarding group's capacity. All in favor- none opposed. Motion passed.

Application 325: Happy Hubz: RC motion to remove from further consideration. AH 2nd. Discussed: Needs more detail on impact and need. Needs details and stats. Needs to scale back. Good that comes from vets and we should encourage them to reapply. Good on cost. Good that they targeted Ft Meade but need more information on that target area. Recommend they review Peter Marsh materials on overpopulation dynamics. Recommend scale back. All in favor- none opposed. Motion passed.

Discussed how to proceed with rest of the meeting. Board parsed out applications based on above merit discussion.

Application approved as is:



308-BARCS
323-Anne Arundel AC
337-St Marys AWL
326 Humane So Charles Co
307-Laurel Cats (feral)
320-Tip Me Frederick
301-Humane So Washington Co
318-Talbot Humane
302-Humane So Wicomico (pet)
315-Chesapeake Feline Assoc.
328-Chesapeake Charities

Applications removed from further consideration:

304-Baltimore County Dept Health (feral)
331-Montgomery Co Humane So
306-Laurel Cats (pet)
329-MCPAW
321-Rockcreek Cats
339-Feline Rescue Association
303-Humane So of Wicomico (feral)
310-HART for Animals (feral)
338-Fixing Cats for Shore
325-Happy Hubz

The Board decided to continue discussing the applications requiring further budget adjustments, since time permitted:

336- SPCA Humane So PG Co: RC motion to cut direct mail and contingency fund. TC 2nd. All in favor- none opposed. Motion passed. RC motion to move to recommend as is with these cuts. CG 2nd. All in favor- none opposed.

316-Baltimore Humane: RC motion to remove direct mail cost and reduce flyers by ½. And then fund as is, TS 2nd. RC amended motion to cut direct mail but keep flyers cost as is. CG 2nd. All in favor- none opposed.

311-HART for Animals: RC motion to cut outreach and Capstar cost, then fund as is. SC 2nd. Discussed: need for advertisement in rural areas. AH requested amendment to only cut advertisement by ½. RC amended motion to cut outreach by ½ and remove Capstar, then fund as is. SC 2nd. All in favor- none opposed.

335-Frederick County AC: RC motion to move to June 20 meeting with possible reduction in scale. TS 2nd. All in favor- none opposed.

317-Cecil Co AC: SC motion to remove outreach and reduce printing cost by ½ and put on list for potential scale back of effort. AH 2nd. Discussed: premature for training since have not secured vet. Billboard cost high. AH requested amendment to also remove training as premature. SC 2nd. 4 in favor. One abstained (TS). Motion passed.

324-Humane So of Kent Co: RC motion to remove coordinator then approve as is. TS 2nd. All in favor- none opposed.

312-Humane So Somerset/Rude Ranch: No reductions needed. Move to June 20 meeting with possible scale back.



330-Best Friends in Harford Co: RC motion to move to 6-20 meeting with potential for scaling back. SC 2nd. All in favor- none opposed. Motion passed.

322-Last Chance Animal Rescue: No reductions needed. Move to June 20 meeting with possible scaling back (?).

327-Humane So Charles Co (feral): AH motion to cut mileage and remove road signs then fund as is. SC 2nd. RC requested amendment and instead of removing mileage, cut mileage by ½. AH amended motion. SC 2nd. 4 in favor. 1 abstain (TS) . Motion passed.

305-Baltimore County Dept Health (pet): CG motion to remove coordinator. SC 2nd. Discussed: is coordinator adequately justified? CG amended motion to cut coordinator by ½ . SC 2nd. 2 in favor. 3 opposed (AH, TS, and RC). Motion failed. No cuts. Put on list of applications with possible scale back.

333-Sunshines Friends (feral): RC motion to remove coordinator cost then fund as is. AH 2nd. AH requested an amendment to the motion to scale back on surgeries. RC did not accept. All in favor- none opposed. Motion passed.

313-Caroline Humane So: TS motion to keep as is but in possible scale back category. SC 2nd. Discussed: scaling back should be kept in mind due to problems in past project. All in favor- none opposed. Motion passed.

332-Charm City Companions: AH motion to remove coordinator and equipment and leave open for possible scale back. RC 2nd. Discussed: cost/animal of coordinator. Could possibly obtain donated crates and cages from Anne Arundel Co AC department. CG request amendment to motion to only cut coordinator and equipment by ½. AH not accepted. TS request amendment to remove coordinator and cut equipment by ½. AH accepted amendment. All in favor- none opposed. Motion passed.

334-Sunshines Friends (pet): RC motion to remove coordinator and approve as is. SC 2nd. AH request amendment to motion to remove outreach items because could use items from the feral project. All in favor- none opposed. Motion passed.

314-Bowie CLAW- RC motion to reduce traps by ½ at allowable cost, remove hand guards, and carabiners, and leave open for potential scaling. AH request amendment to also remove postage cost. RC accepted amendment. CG 2nd. All in favor- none opposed. Motion passed.

309-Prince George's Co: RC motion to reduce outreach down to \$1,000 and put on list for possible scale back. AH 2nd. All in favor- none opposed. Motion passed.

319-MD SPCA: CG motion to remove conference travel, coordinator, mileage, and brochure with possible scale back. RC 2nd. Discussed: Need for coordinator but if organization has the staff capabilities in-house, Past coordinator funding history, annual reduction in surgeries. CG accepted an amendment to her motion to retain cost of brochures. All in favor- none opposed. Motion passed.

Procedure for next meeting discussed. JM to make new spreadsheet with some proposed reductions on those earmarked for possible scale back.

The following are items and issues brought up during the meeting that would be discussed in a future meeting. These Tickler List items are those that may be possible program improvements. There were:

- *Recommend applicants check first with shelters if equipment requested could first be obtained as donations from shelters.*
- *Applicants seeking funds for training must coordinate with Humane Alliance to determine which training is appropriate and provide statement in application documenting the coordination.*
- *If applicant shows a reduction in annual surgeries, they should discuss the reason for the reduction. Need example (drafts) when proposing signs.*
- *Applicants asking for funds for traps should list # of traps they already have and if they have sought traps from any trap banks.*



- *A chart of # of surgeries/county: how would this be done?*
- *Stress in guidelines that applicants ask for only reasonable budgets and items (ask for moon and let program cut them back strategy).*
- *Amend application form with check box for mandatory shelter data.*
- *Strengthen guidance to request all applicants use real numbers and not just percents in shelter data and impacts.*
- *Should there be a program limit on how many animals/person limit.*
- *More guidance for when a coordinator is justified. Number of proposed surgeries?*
- *Clarify in instructions and guidance that equipment should only be requested if clinic is licensed and ready for operation.*
- *If signs are proposed applicant needs to provide draft text.*

III. New Business:

None.

IV. Public Comments:

None.

V. Next Meeting Date:

Next meeting set for June 20, 2017. 9 AM to 12:00 PM.

VI. Adjourned.

AH-Motion to adjourn. RC-2nd . All in favor. None opposed. Passed.