



Spay and Neuter Advisory Board Meeting Minutes For September 18, 2015-DRAFT

Spay/Neuter Advisory Board Minutes of Meeting held on September 18, 2015, 12 p.m., at the Maryland Department of Agriculture.

Advisory Board Members present:

Amy Hanigan (Chair)
Pat MacMillan (MDA)
Tami Santelli (HSUS)

Kurt Gallagher (Pet Food Institute)
Amy Carney, DVM
Robin Catlett (Anne Arundel Co Animal Control)

Board Members not present: John Flowers (Maryland SPCA)

Additional Attendees: Mark Powell (MDA), Craig Nielsen (MDA Counsel) and 1 member of the public.

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

There being a quorum of Board members present the meeting was called to order by A. Hanigan (Chair) who gave brief explanation regarding purpose of meeting and method of discussing proposals given. Reminded board to submit ideas, issues, etc. to J. Mallory for incorporating into tickler file to use in future document revisions. A. Hanigan thanked MDA, the board, and applicants for program support.

- I. Motion to amend the meeting minutes from 8-21-15. Corrections to minutes: Amend minutes- New business section-to reflect discussion about equipment requests in future cycles, and need for all applicants to give inclusive accurate cost/animal on their applications, confirm motion to remove rehoming kits in #111 and remove reference to income level (49,000) in #107. J. Mallory to update minutes. Motion to approve contingent on updates by A. Hanigan, seconded by R. Catlett. All in favor; none opposed Motion passed.
- II. Program Business: Discussion of 2016 applications:
 - Reviewed Proposals reviewed last meeting and put on temporary hold pending answers to board questions: **#104 HART for Animals**: motion to approve for recommendation with update to cost/animal by P. McMillan, seconded by R. Catlett, all in favor, none opposed. Motion passed; **#111 Tip Me Frederick**: motion to approve for recommendation with update of budget to exclude rehoming kits, and clarification on project management by R. Catlett, seconded by P. McMillan, all in favor, none opposed. Motion passed; **#106 Humane Society of Caroline Co**: Motion to approve for recommendation by A. Carney, seconded by R. Catlett, all in favor, none opposed. Motion passed; **#122 Maryland SPCA**: Motion to approve for recommendation providing shelter data is provided for the past cycle by A. Hanigan, seconded by T. Santelli, all in favor, none opposed. Motion passed; - Motion to require all feral-related applications to have permission forms signed and provided before grant agreements are signed by P. McMillan, seconded by R. Catlett, four in favor, A. Carney opposed. Motion passed. New Motion to clarify that unless exceptions are made by the board, the applicant prior to executing the Grant Agreement must provide land owner letters by P. McMillan, seconded by A. Carney, all in favor, none opposed. Motion passed. **#125: Sunshine's Friends Cat Rescue-Feral Focus**: Motion to approve for recommendation contingent on receipt of signed permission forms and remove



recovery crate budget item by T. Santelli, seconded by P. McMillan, all in favor, none opposed. Motion passed.

- **#128 Sunshine Friends Cat Rescue-PETS:** Motion to approve recommendation by A. Carney, seconded by M. Powell (for P. McMillan), 5 in favor, one opposed (A. Hanigan). Motion passed.
- **#109 Animal Welfare League of Montgomery Co:** Motion to approve recommendation contingent on removing budget item for contingent complications (\$500) and budget for re-anesthesia blood work (check with applicant for exact amount) but allowing for take home pain medications by A. Hanigan, seconded by A. Carney, comment from Tami that she thought they could have targeted more tightly, focusing on 1 zip code instead of multiple sites, all in favor, none opposed. Motion passed.
- **#121 Montgomery County Partners for Animal Wellbeing MCPAW:** Motion to approve for recommendation contingent on removing curriculum development (\$900), and reduce medical costs by \$5,005 (omitting extra surgical cost) and confirm microchips will be provided by organization and not from project funds by A. Hanigan, seconded by R. Catlett, all in favor, none opposed, Motion passed.
- **#118 Allegany Co Animal Shelter:** Motion to hold until next meeting until update on bonds, when construction bid would be out, by A. Hanigan, seconded by R. Catlett, all in favor, none opposed, Motion passed.
- **#130 Alley Cat Rescue:** Motion to hold until board could review application again and possibly formulate more questions, by A. Carney, seconded by R. Catlett, all in favor, none opposed, Motion passed.
- **#102 Humane Soc of Somerset Co:** Motion to remove long term treatment costs (\$1,800) by A Carney, seconded by R. Catlett, all in favor, none opposed Motion passed. Motion to hold until more information as to whether Somerset animals end up in other counties, and revision of budget and # of animals format to our standard way by R. Catlett, seconded by A. Hanigan, all in favor, none opposed. Motion passed.
- **#117 Last Chance Animal Rescue-PET:** Motion to approve recommendation contingent on removing PART B (fixing shelter animals) and redlining budget item for social media (\$1,000) by P. McMillan, seconded by K. Gallagher, all in favor, none opposed. Motion passed.
- **#120 Last Chance Animal Rescue-FERAL:** Motion not to approve recommendation due to some lack of detail but convey to applicant there were good elements such as adoption component and would like them to reapply in our next RFP by P. McMillan, seconded by A. Hanigan, all in favor, none opposed. Motion passed.
- **#103 Humane So Charles Co:** Motion to approve recommendation contingent on removing \$2,500 for blood work and confirm that training costs and other aspects of training are still current given the change from Humane Alliance to ASPCA, and verify that they are reaching goal in previous project, and clarify eligibility requirements, and coordinate the Last Chance Animal Rescue by A. Hanigan, seconded by T. Santelli, all in favor, none opposed. Motion passed.

Motion for J. Mallory and P. McMillan to submit list of recommended applications for Secretary's approval by A. Hanigan, seconded by P. McMillan, all approved, none opposed, Motion passed.



III. New Business:

- Add to tickler file items applicable to all apps: More direction on how to calculate cost/animal; re-emphasize and revise language regarding importance of in-kind contributions; change mileage to cover actual expense, not price per mile; revise Price Assurance Form to include price; remove all contingency funds; develop guidance for educational curriculum concepts; develop easy to use formula or example that people can follow to estimate # of animals in target area.
- Question posed to Craig Nielsen (MDA Counsel) as to whether board could have any discussions via conference call. C. Nielsen informed the meeting that this would essentially no, that such discussions would exclude the public and violates the public meeting rule.
- Discussed possibility of MDA providing TNR workshop, possibly in conjunction with Alley Cat Allies.

IV. Public Comments: none

V. Next Meeting Date: Everyone agreed next meeting to be tentatively be 10-16-15 . J. Mallory agreed to coordinate with all members to confirm the new date.

VI. Adjourned.

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