



# DU PAGE COUNTY

## Animal Services Committee

### Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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**Tuesday, January 16, 2024**

**7:30 AM**

**Room 3500A**

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**1. CALL TO ORDER**

7:30 AM meeting was called to order by Chair Krajewski at 7:30 AM.

**2. ROLL CALL**

<b>PRESENT:</b>	District 5 Dawn DeSart, Grant Eckhoff, Paula Garcia, Krajewski and Sheila Rutledge
<b>LATE:</b>	Cynthia Cronin Cahill

**3. PUBLIC COMMENT**

Max Lecaros, DuPage Animal Friends Board President, shared details about the DAF fundraising gala “Raise the Woof” on April 12, 2024 at Abbington Banquets. The event goal is to sell 600 tickets and raise \$450,000 for the shelter capital campaign. The night will feature a dinner, open bar, silent auction, live auction, dueling pianos, and other activities. Sponsorships are available and tables and tickets are currently available for purchase. More information can be found at [www.dafgala.org](http://www.dafgala.org)

Member Krajewski would like to see each county board member purchase a table at the gala. Laura is open to meeting with each county board member and/or potential donor to discuss ways in which they can support the gala and capital campaign fundraising goals.

**4. CHAIRMAN'S REMARKS - CHAIR KRAJEWSKI**

Chairman Krajewski informed the committee that an amendment will be made to the FY2024 Animal Services budget to allow for the addition of a new headcount. The additional staff member will make it possible for Laura to delegate more administrative duties so that she has the bandwidth available to assist the DAF board and fundraising committee as they work toward their aggressive capital campaign goals. FY2023 Animal Services revenue exceeded budget expectations and the same is expected for FY2024.

Laura added that the change order for the increase to the RWE Design contract for the shelter renovation approved at the November meeting will also be included in the upcoming FY2024 budget amendment.

**5. MINUTES APPROVAL**

5.A. [24-0319](#)

Animal Services Committee - Regular Meeting - Tuesday, November 21, 2023

**Attachments:** [Summary Minutes Nov-2023](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

**6. BUDGET TRANSFERS**

6.A. [24-0320](#)

Transfer of funds from account nos. 1100-1300-53200 (Natural Gas), 1100-1300-53300 (Repair & Mtce Facilities), 1100-1300-53807 (Software Maint Agreements), 1100-1300-53806 (Software Licenses), 1100-1300-53810 (Custodial Services), and 1100-1300-52210 (Food & Beverages), to account nos. 1100-1300-50040 (Part Time Help), 1100-1300-51000 (Benefit Payments), and 1100-1300-51040 (Employee Med & Hosp Insurance), for a total budget transfer amount of \$20,015.00, needed to cover the cost of employee salaries, medical/hospitalization insurance, and benefits costs for FY23. (Animal Services)

**Attachments:** [BT - AS - 12.11.23 Personnel](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Sheila Rutledge

**7. INFORMATIONAL**

7.A. [24-0356](#)

Informational - Pursuant to FI-O-0056-22 and DT-R-0306C-22, one (1) vehicle replacement purchase order for FY24 for Animal Services has been issued to Willowbrook Ford, Inc., for a total amount of \$58,971.26. (Animal Services)

**Attachments:** [PRCC AC 1-Transit Van - INFORMATIONAL ONLY\\_Redacted.pdf](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Sheila Rutledge

**8. ADMINISTRATIVE UPDATE**

Construction is underway and moving quickly. Two structures are now up: the Real Life Room and the vet vehicle garage. Metal roofing is also being installed.

Year-end Statistics: 2022 saw an 89% year end Live Release Rate. Even after such a challenging year, Animal Services closed 2023 with a record high 92% Live Release Rate. To be considered a no-kill shelter, a 90% Live Release Rate is the benchmark. Laura pointed out that while it is our goal to re-home as many animals as possible, our goal is to always make public safety a priority while also taking into consideration each animal as an individual.

12% of cats and 57% of dogs were successfully returned to their owners in 2023. We are hopeful that microchip clinics and efforts to train and arm municipal partners with microchip scanners have made a positive impact.

The shelter went into 2023 with a starting population of 127 animals. 2,155 animals were taken in during the year. Ending shelter population was 66 animals. The shelter is still maintaining a low shelter population due to disruptions caused by construction. Conversation continued regarding efforts to divert intakes into area shelters and rescues, as well as creative ways to utilize space in the existing shelter until construction is completed.

A Senior Account Clerk has been hired to, among other tasks, work directly with veterinary partners to complete unused 2023 tag return and resolve open accounts receivable balances. An Administrative Specialist posting will be up soon to replace the position recently vacated.

Laura told a story of a recent capital campaign donor who adopted from several area shelters, but did not have an interaction with Animal Services in the past ten years. This donor has witnessed DCAS's efforts to do our best to support the community and its animals. With so many worthy organizations, their family felt it was important to support our open admission efforts to provide a safe place to land for animals of all species, under all circumstances. We are heartened by this donor's generous support and the support of all who see our efforts to serve the people and the animals in our community.

## **9. OLD BUSINESS**

No old business was discussed.

## **10. NEW BUSINESS**

No new business was discussed.

## **11. ADJOURNMENT**

With no further business, the meeting was adjourned.