



DU PAGE COUNTY

Animal Services Committee

Final Summary

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

Tuesday, November 19, 2024

7:30 AM

Room 3500A

1. CALL TO ORDER

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

2. ROLL CALL

Member Cronin Cahill arrived at 7:31 AM. Member Eckhoff arrived at 7:32 AM.

PRESENT:	District 5 Dawn DeSart, Paula Garcia, Krajewski and Sheila Rutledge
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LATE:	Cynthia Cronin Cahill and Grant Eckhoff
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3. PUBLIC COMMENT

No public comments were offered.

4. CHAIRMAN'S REMARKS - CHAIR KRAJEWSKI

Chair Krajewski remarked that DuPage Animal Friends did a great job hosting "Yappy Hour" on November 2nd. The event was well attended, shelter animals were present, and raffle ticket sales were very successful.

The DAF calendars are now available for sale for \$20 each with proceeds going to DAF. Calendar models were winning bidders of the gala silent auction in April. Photographer Zack Winnie donated his time and services hosting a photo shoot with each winning bidder and compiling images for the calendar. Calendar months will again be auctioned off at the next DAF gala in April 2025.

Save the Date for the DAF Gala on April 25, 2025 at the Sheraton Naperville Lisle. More info to come.

5. MINUTES APPROVAL

5.A. [24-3056](#)

Animal Services Committee - Regular Meeting - Tuesday, October 15, 2024

Attachments: [Summary Minutes October-2024](#)

RESULT:	APPROVED
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MOVER:	Cynthia Cronin Cahill
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SECONDER:	Paula Garcia
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6. PROCUREMENT REQUISITIONS

6.A. [24-3057](#)

Recommendation for the approval of a contract purchase order issued to PetHealth Services USA, Inc., for annual software licensing and maintenance of PetPoint shelter data management system, and the purchase of 24PetWatch microchips, for Animal Services, for the period of December 1, 2024 through November 30, 2025, for a total contract amount of \$22,600. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. (Sole Source -this is proprietary and copyrighted software that is not sold or marketed by any business partners or third party software vendors.)

Attachments: [Pethealth Services - Procurement Review Comprehensive Checklist \(PRCC\)](#)
[Pethealth Services - Sole Source Letter](#)
[Pethealth Services Pricing 2024-2025.pdf](#)
[Pethealth Services - Vendor Ethics](#)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia

6.B. [24-3058](#)

Recommendation for the approval of a contract purchase order issued to Zoetis US LLC, to provide veterinary pharmaceuticals and medical supplies through the Zoetis for Shelters Program, for DuPage County Animal Services, for the period of December 15, 2024 through December 14, 2025, for a total contract amount of \$29,000. Waiver of County Bid Rules Request.

Attachments: [Zoetis - Procurement Review Comprehensive Checklist \(PRCC\)](#)
[Zoetis - Price Comparison](#)
[Vendor Ethics Placeholder](#)

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia

6.C. [AS-P-0002-24](#)

Recommendation for the approval of a purchase order to Spay Illinois Pet Well Clinics, to provide no-cost spay/neuter for eligible DuPage County residents and backup veterinary medical services, for Animal Services, for the period December 1, 2024 through November 30, 2025, for a contract total not to exceed \$31,000; per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids, as citizen determines

the veterinarian used. Total contract amount is established from FY2024 PPF program expense and will vary based on FY2025 program utilization by DuPage County residents.

Attachments: [SPAY IL - Procurement Review Comprehensive Checklist \(PRCC\)](#)
[SPAY IL - Vendor Ethics Disclosure](#)
[SPAY IL - Reimbursement Schedule for Participating Vets.pdf](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sheila Rutledge

6.D. [AS-P-0003-24](#)

Recommendation for the approval of a contract to MAVRON, Inc., to provide vehicle upfit of two Ford Transit vans, for Animal Services, for the period of November 27, 2024 through November 26, 2026, for a contract total amount not to exceed \$87,745.20; per lowest responsible bid #24-115-ANS.

Laura explained that two new Ford Transits were purchased earlier this year. However, they will need to be upfitted with cages and other equipment to make them ideal for animal transport. The transits are replacing ACO vans that were well beyond their life expectancy and no longer safe to drive.

Attachments: [MAVRON 24-115-ANS - PRCC](#)
[MAVRON 24-115-ANS - Pricing Pages](#)
[MAVRON 24-115-ANS - Bid Tabulation](#)
[MAVRON 24-115-ANS - Ethics Disclosure](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Sheila Rutledge

7. **ORDINANCE AMENDMENT**

7.A. [AS-O-0002-24](#)

AS-O-0002-24 ORDINANCE -- Ordinance amending Chapter 5, Section 5-71, of the DuPage County Code of Ordinances to amend the Animal and Rabies Control Ordinance.

Attachments: [Chapter 5 Article IV ANIMALS](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Sheila Rutledge
SECONDER:	Paula Garcia

8. BUDGET TRANSFERS**8.A. [24-3054](#)**

Transfer of funds from 1100-1300-54020 (building construction), 1100-1300-50050 (temporary salaries), and 1100-1300-50080 (salary & wage adjustments), to 1100-1300-54010 (building improvements), 1100-1300-50010 (overtime), 1100-1300-51000 (benefit payments), and 1100-1300-53130 (public liability insurance), in the amount of \$4,121,000, to match shelter renovation project contract coding, and cover the cost of employee overtime, benefit payments, and insurance for FY24. (Animal Services)

Attachments: [BT - AS - 11.26.24 Building Improvements and Personnel](#)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

9. ADMINISTRATIVE UPDATE

Animal population is currently 138 animals. The shelter is experiencing longer lengths of stay (LOS) for small animals with guinea pig LOS currently at 90 days and rabbit LOS at 74 days. LOS for dogs and cats is currently around 45 days.

Animal adoption fees are currently 50% off. Senior pets that are adopted receive one month of free pet food.

Staff, cats, and small animals will begin moving into their permanent locations in the new shelter addition beginning on Monday, November 25th. The shelter will be closed to the public from November 25th - November 29th. The shelter will reopen to the public from the new Manchester entrance on Saturday, November 30th. Public communications will be sent via email and social media. Due to issues with arranging off-site boarding, dogs will remain on-site for the remainder of the project. Animal Services is continuing to ask that shelter/rescue partners continue to assist with accepting owner surrendered pets so that Animal Services can focus on maintaining space available for stray animals.

Intake diversion strategies have so far been successful. YTD January - November 18th intake is 1,713 compared to 2,047 intakes the same period last year.

Bite cases are down 7% over this time last year. Dangerous dog cases are also down. Laura attributed this to the public outreach and education on bite prevention and safety around animals that Animal Services is actively doing with the public, as well as 1:1 counseling with owners of animals involved in bites to prevent reoccurrence.

Laura fielded questions pertaining to animal bites and dangerous/vicious declarations. Severity of the bite, the degree to which it was or was not difficult to separate the offending animal from

the victim, whether the bite was provoked or unprovoked, the environment the bite took place in, are some of the many factors that go into determining whether or not an animal is declared dangerous. Per state law, an animal must be declared dangerous three times before a vicious dog investigation can be opened; with the vicious dog investigation opened up simultaneously with the third dangerous investigation.

Laura addressed questions regarding the increase in owner surrendered animals. Owner surrender requests are on the rise across the country. The increase can mostly be attributed to the increase in cost of living, the increase in veterinary care costs and the lack of affordable vet care, the lack of pet-friendly housing, landlord breed restrictions, and expensive pet deposits for renters with pets. The hope once construction is completed is to hire a second staff veterinarian and to offer affordable veterinary wellness services to the public in areas that are not already being serviced.

Laura recommended that everyone subscribe to and follow both Animal Services and DuPage Animal Friends on social media and email to receive all the latest event details and information.

10. OLD BUSINESS

No old business was discussed.

11. NEW BUSINESS

No new business was discussed.

12. ADJOURNMENT

With no further business, the meeting was adjourned.