Call to Order
The Committee of the Whole was called to order by Chair John Shaw at 4:13 p.m., who led the group in the Pledge of Allegiance.

Roll Call
Members Present: Amy Cesich – here, Lynn Cullick - here, Elizabeth Flowers - present, Judy Gilmour - here, Scott Gryder – here, Dan Koukol – aye, Matt Prochaska - here, John Purcell – present, John Shaw - aye

Members Absent: Jeff Wehrli

Others Present: Jill Ferko, Leslie Johnson, Anne Knight, Tawnya Mack, Laura Pawson, Anna Payton, Dr. Gary Schlapp, Tom Thomas, Eric Weis, Jeff Wilkins

Items of Business

- **Presentation of Annual Financial Report (Year ended November 30, 2013)** – Tawnya Mack, Mack & Associates reviewed the report, the auditor findings and recommendations with the Board members, and answered questions from Board members.

- **From Animal Control Committee – Discussion on revised Standard Operating Procedures for Kendall County Animal Control Department** – Amy Cesich briefed the members on the reason for bringing this item to the COW again. She reviewed the revision made on page 17 to the paragraph regarding the extended length of stay. The revision and the Standard Operating Procedures were reviewed by the State’s Attorney’s office. Discussion on the original version of the policy, suggested changes by Board members, further clarification of the need for an ordinance to set the 7-day holding period, and the reasons for the specified/suggested timeframe for keeping an animal for any extended period of time.

Dr. Gary Schlapp and Jeff Wilkins offered information and background on previous practices and policies in Animal Control, the revisions made to the current standard operating procedures, and the changes and improvements that have been made to create a safe and healthy environment for animals that come to the Animal Control Facility.
Anne Knight, Assistant State’s Attorney, stated that the Standard Operating Procedures have been reviewed by the State’s Attorney’s Office for relevance statutory and regulatory procedures, as well as any context in which there may be liability issues. Ms. Knight said that language was added to the SOP to make sure that any section where there is a citation to a statute or regulation was in compliance to that statute or regulation.

She then briefed the members on the revisions which included the addition of a section on staff, procedures for using medical care funds for treatment above the approved amount of $150, natural environment, a disclaimer into the impoundment procedure, intake, provisions for adoption, the requirement of a waiver signed by the potential owner prior to any dog to dog introduction procedure, further clarification of the County’s liability for any errors by any veterinarian in any procedures of the low-income Spay/Neuter program.

Old Business – None

Review Draft Board Agenda – Mr. Shaw asked the committee to review the draft agenda.

Member Cullick left the meeting at 5:38p.m.

Action Items for the County Board

- Approval of the revised Standard Operating Procedures for the Animal Control Facility

Public Comment - None

Questions from the Media - None

Executive Session – None needed

Adjournment – Member Gryder moved to adjourn the Committee of the Whole meeting and the motion was seconded by Member Koukol. There being no objection, the Committee of the Whole, at 5:40 p.m. adjourned.

Respectfully submitted,

Valarie A. McClain
Administrative Assistant