

**Sonoma County Animal Services Partnership**  
**Spay/Neuter Workgroup – Meeting Notes**  
 February 14, 2014 – 11:00-12:00pm  
 Sonoma Humane Society

**In attendance:** Jennifer Kirchner, Kiska Icard, Debbie Christian, Andrea Agrella, Darryl Roberts, RJ Kamprath and Becky Lunders (facilitator)

Topic	Discussion	Action/Decision
<b>Meeting Purpose:</b>	<b>Final details of Spay Day event -- Feb 22-24, 2014</b>	
Clients	We have 70 big dogs confirmed that need to be altered; some are male, some female.	<p>Debbie will schedule all dogs this weekend.</p> <p>RJ will follow-up with the ones she reached out and connect once Debbie has slated in appointments.</p> <p>Reminder calls will be made next week (who? Tbd).</p>
Surgery Teams	<p>The following vets are slated in:</p> <ul style="list-style-type: none"> <li>• Dr Sara Ratekin – Sat &amp; Sun</li> <li>• Dr Leah Bouvey – Sat, Sun, Mon with RV &amp; vet tech</li> <li>• Dr Buxton – yes, not sure what days – may bring her staff with her.</li> <li>• Dr Kenyan – Sun</li> <li>• Dr Kristey – Sun</li> <li>• Dr Strauthman – Monday @ county shelter (14 dogs)</li> </ul>	<p>Total 5 teams needed each day: 3 teams inside /2 teams in vans (1 each)</p> <p>Estimate we can do 35/day total of 100 dogs</p> <p>Sat: Need 3 more RVT's and 3 assistants and 2 vets for Sat.</p> <p>Sun: Need 2 RVT's &amp; 2 assistants 1 vet</p> <p>Mon: Need 1 vet and one assistant.</p> <p>Darryl to confirm his contacts and get names to Andrea TODAY 2/14.</p>
Volunteers	<p>Check-In: 7:30-9:30</p> <p>Use Sonoma Humane paperwork for this location; use SoCo paperwork at county location (Monday). Get info, payment.</p> <p>Surgeries begin at 9:30; volunteers here at 9:00 til 4:00. Discharge between 3:00 and 5:00. Use Sonoma Humane discharge procedures and instructions.</p> <p>House dogs before surgery in crates or kennels.</p> <p>Do health assessment</p> <p>Need volunteers doing laundry, prepping for next day.</p>	<p>Volunteer Jobs Needing to be filled:</p> <ul style="list-style-type: none"> <li>• Check In: Need 4 volunteers for each day (2 paperwork, 2 take dogs to where need to go). ***SoCo has lead volunteer for Sat &amp; Sun.</li> <li>• Laundry – each day</li> <li>• Volunteer to wrap surgery packs for Sat &amp; Sun.</li> <li>• Discharge volunteers</li> <li>• 4 Recovery volunteers (SoCo van = does recovery in van)</li> </ul> <p>Sonoma Humane – feeding volunteers (pizza &amp; salads) (Thank you, Kiska!)</p> <p>Spay/Neuter Workgroup participation:</p> <ul style="list-style-type: none"> <li>• Saturday: Debbie, RJ, Kiska, Jennifer</li> <li>• Sunday: Debbie, Andrea, Kiska, Jennifer, Darryl (as RVT/Tech Assist)</li> <li>• Monday: Debbie (at SCACC), Andrea, Darryl, Jennifer</li> </ul>

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Supplies	Make sure we have enough supplies for everything.  SoCo van is self-sufficient and will bring own supplies for surgeries done there.	Andrea to order vaccines, supplies, endo tubes, packs, etc  Ask vets their preferred procedures so RVT and assistants can all be on the same page.
Reporting	How do we report collaborative effort for grant/funding proposal	Sonoma Animal Care & Control and Sonoma Humane Society will determine how to account for numbers when reporting. Also, to note the collaboration between organizations to make Spay Day happen.
Publicity	Need to promote this collaboration and do a news release	Debbie to see if Sandra can put out a news release to let media know about the collaboration, not to promote it, but to let the public know we are doing something about the issue.
<b>Event Conference Call</b>	Next week!	<b>Conference call on Tuesday, 1/18 @ 2:30. Debbie to check on conference line; Becky to send out call-in info.</b>
<b>Next Meeting</b>	Debrief and lessons learned meeting is set ->	<b>Next Meeting: Friday, 2/28/2014 – 11:00am-Noon at Forgotten Felines 1814 Empire Industrial Court, Santa Rosa.</b>

**Animal Services Partnership - Spay Neuter Workgroup**

First	Last	Affiliation	Email	Phone number
Jennifer	Kirchner	Forgotten Felines of Sonoma County	<a href="mailto:neuter@sonic.net">neuter@sonic.net</a>	576-7999
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Darryl	Roberts	SNAP Cats	<a href="mailto:darryl@snapcats.org">darryl@snapcats.org</a>	775.7051
Debbie	Christian	SCACC	<a href="mailto:debbie.christian@sonoma-county.org">debbie.christian@sonoma-county.org</a>	703.9972
Andrea	Agrella	SHS - Med Admin Coordinator	<a href="mailto:aagrella@sonomahumane.org">aagrella@sonomahumane.org</a>	577.1906
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