

DRAFT

LYON COUNTY ANIMAL SERVICES ADVISORY BOARD

Minutes of meeting – Monday July 13, 2026

Location: LCAS shelter, Silver Springs

1. **Call to order:** Chair Lee Jackson called the meeting to order at 5:09 pm in the multi-purpose room at the Silver Springs shelter.
2. **Roll call:** Members present were Lee Jackson – Chair, Ryan Hanan – Vice Chair, Ashlee Toney – Secretary, Vanessa Stuart and Joseph Sanchez. Also present was Nicole Cates – LCAS Superintendent.
3. **Public Participation:** No public present.
4. **Review and adopt Agenda:** Ryan Hanan moved to adopt the agenda as presented. Vanessa Stuart second. Agenda adopted – 5 – 0.
5. **Approve Minutes:** Joseph Sanchez moved to approve the minutes of the regular meeting held May 11, 2026. Vanessa Stuart second. Minutes approved – 4 – 0. (Ryan Hanan abstained as he was absent)
6. **Animal Services report:** Nicole Cates covered the Docupet discussion from May's meeting and that she brought this up with her supervisor. Reviewing online licensing costs and funding. Hopeful for a 2027 launch. Reviewing any current options, they may have with Pet Point as well and costs associated. Docupet does have other added benefits – such as – allowing pet owners to create free accounts and for animal control to quickly find lost pets and get them back to their owners quicker. Vaccine clinic – Aug 29th, 11-3.
7. **Continuing review of Title 7:** Vanessa Stuart and Nicole Cates do not have any new updates to report. Joseph Sanchez has volunteered to assist with this project and has been added to the sub-committee to help. Nicole and Joseph will get together and debrief on what is needed and where she and Vanessa left off.
8. **Shelter surgical suite:** Lee Jackson sent over a Petdesk SOP. Nicole Cates spoke with Dr. Collins at Riverside who is going to help build an SOP. Gathering supply list and pricing. Lee Jackson mentioned Bissell Foundation has a grant program and has vets offering to assist – if we want to look into this as part of our pricing review. **On the backburner but working on cost analysis.**
9. **Friends of LCAS:** Lee Jackson mentioned that we still have money in the account.
10. **Updates/Announcements/Correspondence:**

- Ryan Hanan – asked about the board term details and if these could be sent to everyone (when terms end, when new applications need to be submitted, deadlines, etc).

11. Agenda Requests:

- None

12. Future Meeting Dates:

- Regular bi-monthly meeting -- Monday, Sept 14th, 2026 at 5PM

13. Public Participation: None

14. Adjourn: With no further business to discuss, Chair Lee Jackson called to adjourn the meeting at 5:52 PM.