



**Advisory Committee Meeting Minutes
November 11th, 2021| 10:00 AM – 12:00 PM**

In Attendance:

Sheri Gustafson
Kyle Baron
Michael Cahill
Laura Marwill
Dr. Martha Smith-Blackmore
Kara Holmquist
Deanna Gualtieri

Due to Covid-19 Social Distancing restrictions, this open meeting was held virtually over the ZOOM platform. A PowerPoint presentation was shown over ZOOM to all attendees.

I. Fund Totals and Expenditures

Sheri explained the current Fund's revenue totals. The Fund has an unexpended balance of \$386,538 as of 11/16/2021. The intake for donations to date in 2021 is \$420,919. Numbers reflect that CY21 is approximately \$52,502 up from CY20. To date, the Fund has taken in \$3,362,605 in revenue. \$2,808,471(83%) has been from tax donations, \$102,089 (3%) from online donations and grants, \$2,044 from interest, and \$450,000 (14%) from line items in the state budget.

Sheri presented a spending breakdown from Fund inception to date. To date, the Fund's spending was in the following distributions: \$1,988,541 (68%) for veterinary services, \$97,891 (3%) for ACO training, \$797,698 (27%) for administration, \$23,607 (<1%) for marketing, and \$443,321 (16%) surplus. Total spending \$2,907,738 as of 11/16/21.

II. Budget/Grant Spending

The CY21 budget was reviewed. CY21 Budget of \$512,000 had the following allocations: 67.3% for veterinary services, less than 1% for ACO training, 30.6 % for administration, less than 1% for marketing. To date, 100% of the CY21 budget has been reached for revenue. The Fund has spent the following percentage of its CY21 budget: 83% veterinary, 51% ACO training, 72% administration, 11% marketing.

Laura asked about the surplus in the Fund since the Fund had higher than expected donations and an additional line item. Sheri stated that any surplus will be rolled into the FY22 Budget and that we will be brainstorming about how to best utilize that funding.

III. FY22 Line Item

The Fund received \$100,000 in additional funding from a line item in the Massachusetts FY22 Budget. The Fund is currently utilizing this line item and has spent about 60% of the funding to date. The FY22 line item is being released for use in increments.

IV. Spay/Neuter Voucher Program

Sheri presented that the Fund has helped 15,144 animals to date and has already redeemed 1,691 vouchers in CY21.

Kyle gave information on CY21 voucher distribution. As of 11/15 2021, approximately 3,000 have been disseminated, and there are currently around 70 animals on the waitlist. Voucher dissemination for CY21 has been for the following categories: 85% to animals in low-income households, 13% for animals in ACO care, and 2% for feral cats. Worcester County has received the largest number of vouchers, followed by Hampden, and Suffolk. Nantucket is the only county that has not received vouchers. Cats and dogs are almost equally represented in CY21 voucher dissemination, 55% cats, and 45% dogs.

Emergency and priority vouchers make up 17% of the voucher distribution and 45% have been issued through voucher day clinics. The voucher usage rate in 2021 is around 60%, which is significantly down from previous years. The Fund has 15 provider locations that are performing owned animal voucher services regularly.

Sheri asked the committee for thoughts on what we can do to increase capacity and reach. Sheri mentioned ways to spend down the surplus such as funding spring vaccination clinics for areas with vulnerable populations, and possible ACO equipment incentives for new municipal partners.

Martha asked if the purchase of spay/neuter mobile units could be a solution. Sheri mentioned that the Fund has partnered with 6 mobile units since inception and equipment reliability can be an expensive issue, but that she would explore the idea.

Sheri brought up the idea of utilizing mash-style clinics in areas that lacked providers. After a discussion about the challenges and benefits of mobile units and mash-style clinics, the committee decided to explore both ideas and asked that organizations already using either option be invited to an AC meeting to discuss.

Laura asked that we explore a way to obtain more data on the overall impact of the voucher program, who we are helping, to ensure that we are reaching our target animal population. The Committee discussed how spaying/neutering animals in municipal care and animals in low-income households help prevent additional animal homelessness.

V. Promotions/Events

Sheri talked about various promotions she is working on for tax season. She will be updating social media posts, and billboards for 2022, and mentioned that it is unclear if any in-person promotion events due to the continuing pandemic.

VI. Animal Control Officer Training Updates

Sheri stated the 2021 Core Competencies Training sessions have been completed, but grading is still in progress. The Fund updated all 2021 training curriculum, most of the changes were visual improvements. The Core was held in-person in three locations with a remote access option available for all sessions.

There were 101 Core attendees in 2021 of those 21 were refresher students and 12 were non-ACO town officials. 1/3 were virtual attendees.

Sheri discussed the challenges of the remote option for the Core, some of the topics discussed were: testing issues and incompletes, lower testing scores, and less participation. Sheri stated she hopes the Core will be able to be held in-person in 2022.

Deanna mentioned the need for additional ACO Wildlife training. Sheri said she will explore options in 2022. Sheri stated 2022 ACO Designations will be mailed out to all municipalities in the first week of January 2022.

The next meeting date was set post-meeting via a doodle poll.

The next MAF Advisory Meeting will be held on:

Wednesday, March 2nd from 10:30 AM -12:00 PM via ZOOM



ADVISORY COMMITTEE MEETING

11.16.21 *lets get back to the office* (AND OUT OF SWEATPANTS) *edition*



AGENDA



I. Fund Totals and Expenditures

- a. Review of Balance Sheet/
Budget**

II. Budget/Grant Spending

III. FY22 Line Item

IV. Spay/Neuter Voucher Program

- a. Numbers**
- b. Wait List**
- c. Municipal Partner Update**

V. Promotions/ Events/ Marketing

- a. 2022 Tax Season**
- b. 2022 Events**

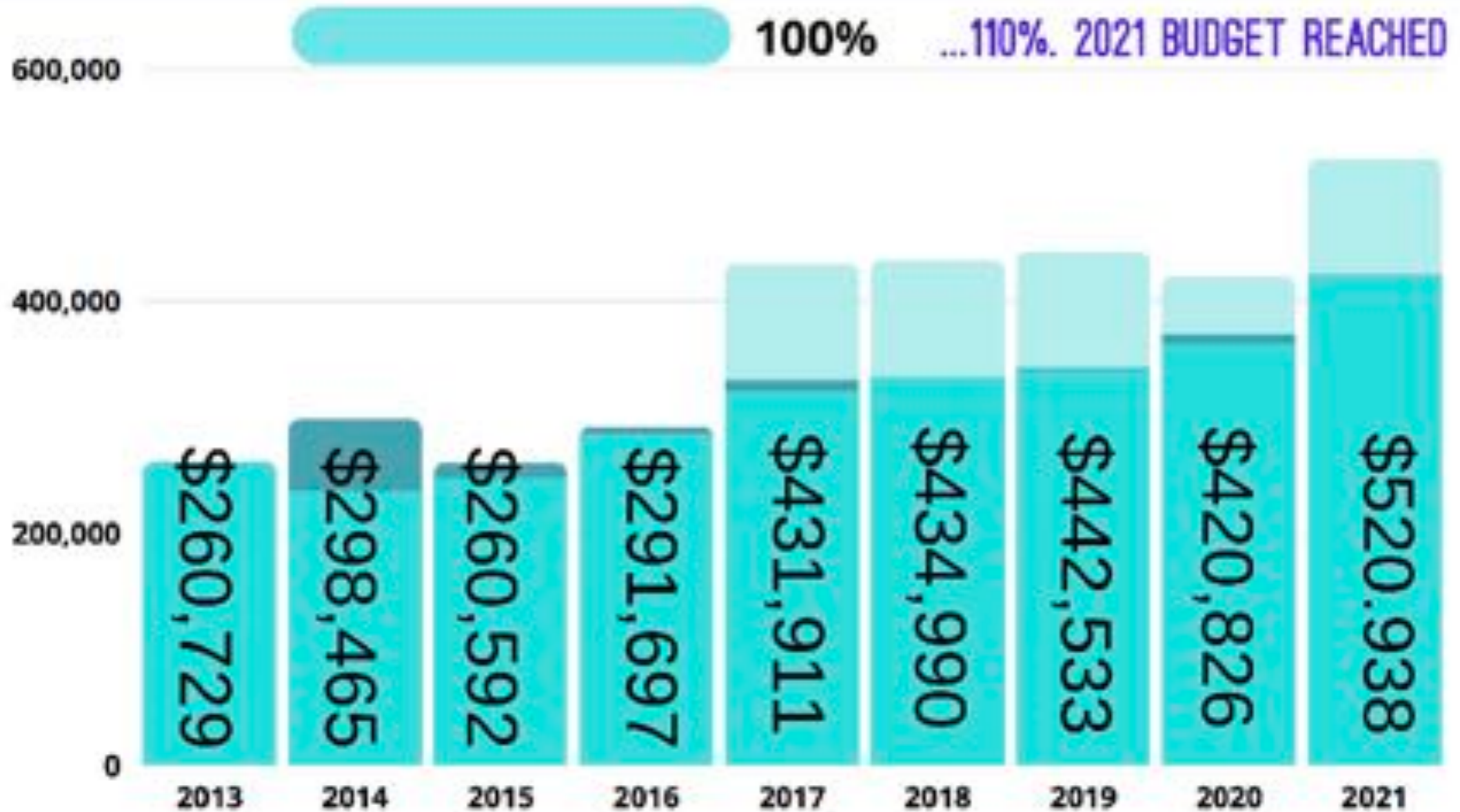
VI. Animal Control Officers

- a. 2022 ACO Designations**
- b. 2021 Core Training**
- c. CE Training**

FUND TOTALS AND EXPENDITURES



UNEXPENDED BALANCE AS OF 11/16/21 \$386,538. CY2 UP \$52,502 UP FROM CY20 DONATIONS.



FUND TOTALS AND EXPENDITURES



FY21 UP \$211,975 FROM FY20 IN DONATIONS. FY22 STARTING \$79,121 LOWER THAN FY21.



How our donations have grown....

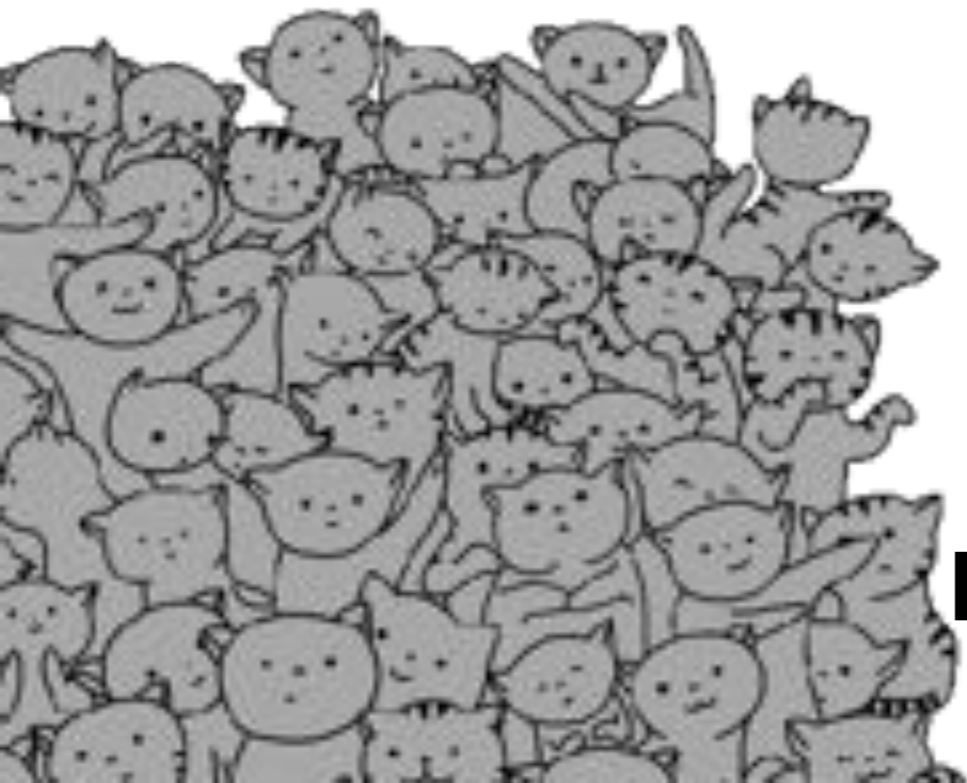


Revenue T/D	\$ 3,362,605.46			
year	tax donations	online/grants	interest	line item
2013	\$ 260,670.55	59	0	
2014	\$ 235,995.38	62091	378.73	
2015	\$ 247,689.33	12613.73	289.6	
2016	\$ 284,828.37	6665.79	123.15	
2017	\$ 322,220.04	9465.63	225.98	\$ 100,000.00
2018	\$ 334,290.90	300	399.44	\$ 100,000.00
2019	\$ 340,150.72	1914	469.06	\$ 100,000.00
2020	\$ 362,536.42	8150	139.68	\$ 50,000.00
2021	\$ 420,089.89	830	19.07	\$ 100,000.00
total	\$ 2,808,471.60	\$ 102,089.15	\$ 2,044.71	\$ 450,000.00
	83%	3%	<.0001%	14%

Spending Breakdown

\$2,907,738 spent as of 11/16/20.

to date	Percentage of Revenue Spent	Actual Expenses
Veterinary	68%	\$1,988,541.14
ACO Training	3%	\$97,891.87
Administration	27%	\$797,698.80
Marketing	<1%	\$23,607.02
Surplus	16%	\$443,321.71



**Over 15,000 local animals helped, and counting!
over 20,000 vouchers have been distributed.**





2021 CY Budget Update

\$512,000 = \$380,000 from 2021 Donations
 \$50,000 2020 Line Item
 \$82,000 Rollover

2021 \$430,000 plus \$82,000 roll over	with roll over \$512,000	to go
Veterinary	\$332,000.00	\$54,875.00
ACO Training	\$23,250.00	\$11,477.00
Administration	\$154,000.00	\$42,220.00
Marketing	\$2,442.00	\$2,175.00
Surplus	(\$81,692.00)	

BUDGET LINE ITEM



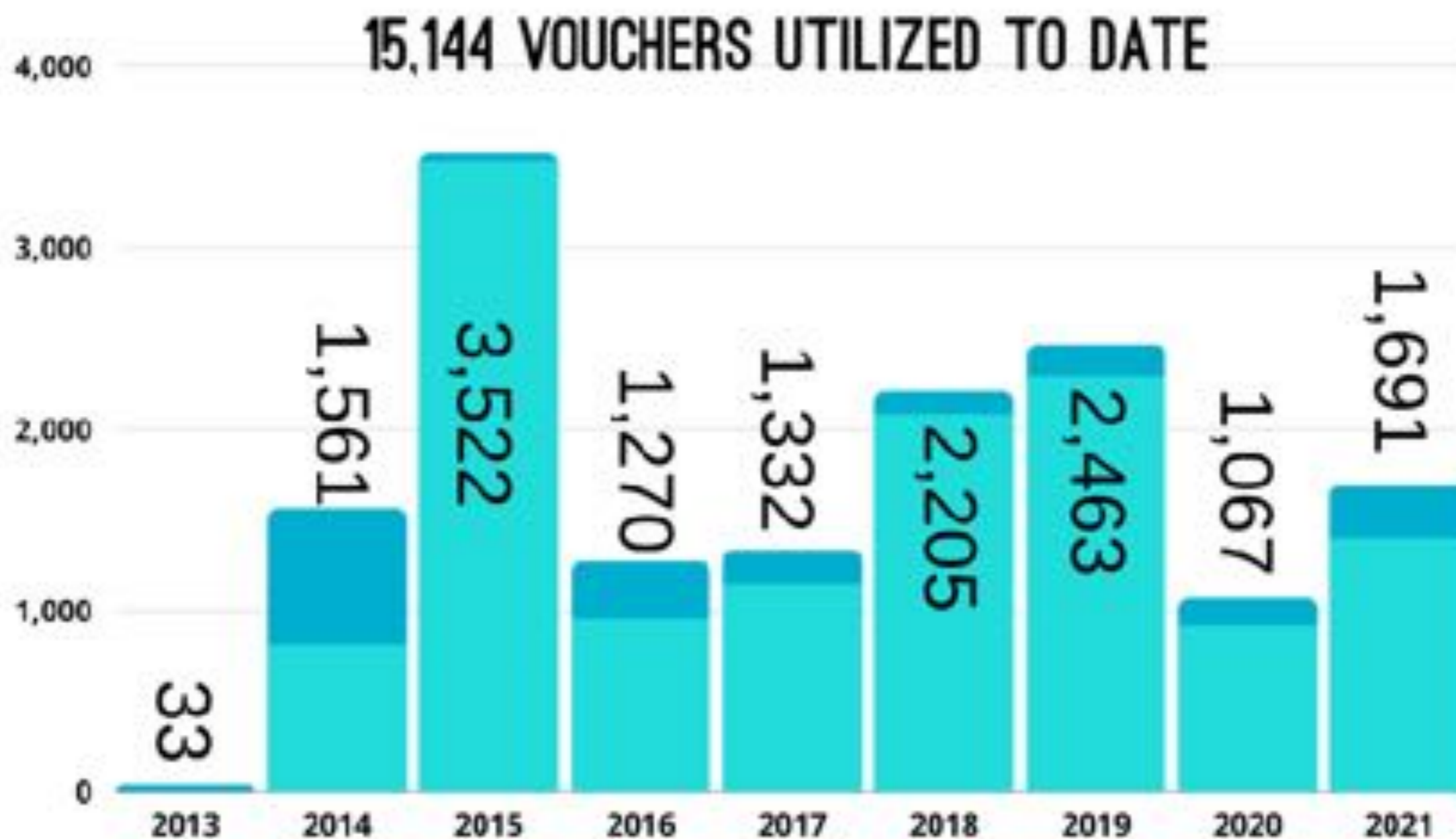
**CY 2021 Budget:
\$50,000 included
from MA FY21.**

- 2020 Line Item fully spent
- Utilized over 3 months, Jan/Feb/March 2021
- Utilized for 312 surgeries at 15 veterinary providers in 8 counties.
- Average cost of surgery \$160

**CY 2021 Budget:
\$100,000 included
from MA FY21.**

- Approx. 60% spent
- Currently being utilized
- Released for use in increments.
- Average cost of surgery \$177

SPAY NEUTER VOUCHER PROGRAM



As of November 15th 2021,

-3000 Vouchers
Distributed

30-35
Vouchers/Week

<70 Animals on
waitlist

Ownership

Voucher Use by Ownership



Owned

AC/
Shelter

County



Animal

Voucher Use by Animal

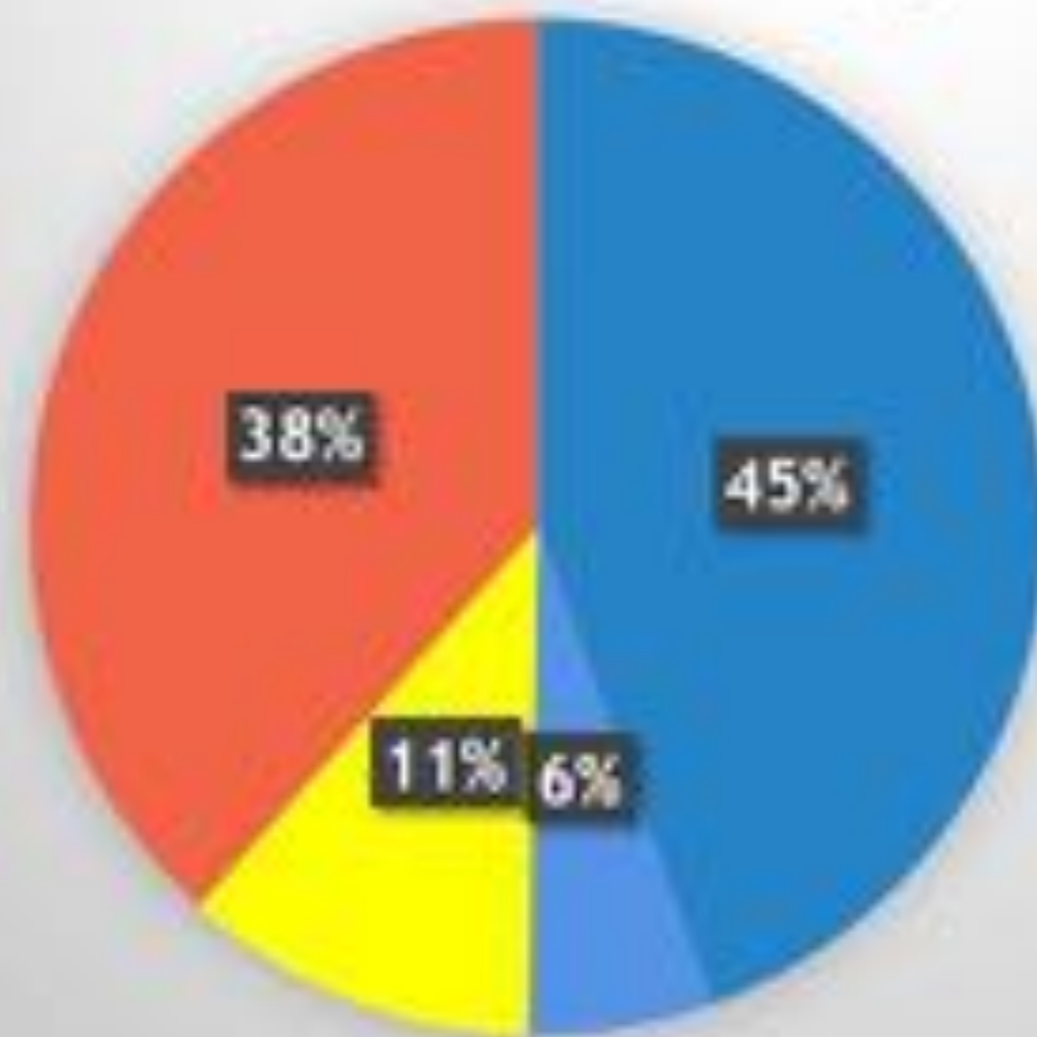


■ Dogs

■ Cats

Type

Use Type



- Clinic
- Emergency
- Priority
- Standard

Voucher Usage Rate

2021 Usage Rate: **60%***

- Delay in voucher return
- Voucher Days
- Animal Control Vouchers
- Provider Surgery Schedules + Expiration Dates
- Wait times for standard requests

**Over 1,700 Animals
spayed/neutered in 2021!**

Active Providers

- TJ'Oconnor
- Boston AC
- Cody PH
- **Northeast Animal Shelter**
- North Shore AH
- North County VH
- Pittsfield VH
- Sterling AS
- MSPCA
 - Boston, Angell Essex/Nashoba, Centerville
- Second Chance Animal Services
 - North Brookfield, Springfield, Worcester

- Close provider partnerships help facilitate high distribution/Use rates (Voucher Days)
- Catmobile (Essex/Plymouth County)
- Providers performing more surgeries, booking far out
- Bristol county-high need area
- Digital requests
- Cat cases up
- ACO Training

SPAY/NEUTER PROGRAM



Brainstorming what can we do to increase capacity and reach?

Municipal Program push.
Fund spring vaccination clinics in high risk areas?
ACO equipment incentive for municipal partners?





File us online at
For a faster refund, file your return electronically at mass.gov/efile
You can also complete and submit Form 1040-MA.

Massachusetts Department of Revenue
Form 1 Massachusetts Resident Income Tax Return

2020

33 Voluntary fund contributions



Doing taxes this weekend? Don't forget.
FILL IN **line 33F** AND HELP ANIMALS!

1 Homeless Animal Prevention And Care

Total Add lines 33a through 33f

33F

10 00

00

WWW.MASS.GOV/ANIMALFUND



- 2021 push campaigns started work on in Oct 2021
- Billboards
- Social media
- Return of events?

File Taxes. HELP ANIMALS!



Line 33F

Over 15,000 local animals helped and counting!



Commonwealth of Massachusetts
Division of Environmental Affairs

MASS.GOV/ANIMALFUND *massDOT*



MASS.GOV/
ANIMAL FUND



File taxes.

Line 33F

HELP ANIMALS!



Commonwealth of Massachusetts
Office of Energy and Environmental Affairs

massDOT



File taxes.
HELP ANIMALS

line 33F



MASS.GOV/ANIMALFUND



Commonwealth of Massachusetts
Office of Energy and Environmental Affairs

massDOT



Attention Massachusetts ACOs

THE 2021 ANIMAL CONTROL CORE COMPETENCIES TRAINING REGISTRATION IS OPEN!

Register at www.mass.gov/animalfund or call 617-626-1740

This FREE training is open to all municipal animal control officers in Massachusetts who did not previously complete the Core Competencies Training.

MA Animal Laws, Emergency Preparation, Animal Behavior and Safe Capture, Wildlife, Communications and Officer Safety, Reports and Recordkeeping

Session I :Chelmsford
September 27th & 28th

Session II : Northampton
October 4th & 5th

Session III: Wareham
October 18th & 19th

- **95 need to take Core Training for first time. 2/3 are new hires since the last Core sessions in 2019.**
- **All ACO trainers renewed contracts**
- **Added virtual training reimbursement options.**

ACO TRAINING

The plan...

- **Before training approx. 130 ACOs registered**
- **Email announcements x2 sent**
- **CE/ Core mailing planned for 8/1/2021**
- **Virtual session only if needed**

2021 Core Updates

- Update and Reprint MA Law book.
- Add slides for MA Shelter/Pet Shop Regs.
- Redo final exam video.
- Move testing to take home style.



2021 ACO Training The Summary

- 101 individuals attended over the 3 sessions.
- 21 were repeat attendees (refresher students)
- 12 were individuals other than ACOs
- all three sessions had virtual attendance allowed
- 1/3 of attendees participated remotely



Changes to Course Material

<https://www.mass.gov/info-details/aco-resources>





2021 ACO CORE COMPETENCIES

Scan the code for access to the Core
Youtube channel



<https://bit.ly/ACOCORE>

<https://bit.ly/ACOCORE>

2021 ACO Training The Summary

- 2021 Grading
IN PROGRESS
- 50 ACOs have submitted
complete online testing
- 21 are still missing a either the
law quiz or final exam.
- Individual letters are being
sent to each ACO who has
completed the exams.
- 2/3 of letters sent to date.



**Followup ZOOM meeting
for all attendees will be
scheduled in
January 2022**

Overall thoughts for next
year?

Municipalities that need to submit ACO Designations for 2021 (6/22/21)

Abington	Freetown	Nantucket	Sturbridge
Alford	Gosnold	New Salem	Sudbury
Amesbury	Grafton	North Adams	Tolland
Aquinnah	Greenfield	Norwell	Uxbridge
Arlington	Hardwick	Oakham	Waltham
Ashby	Harvard	Orange	Washington
Blackstone	Hawley	Peabody	Webster
Boxborough	Hopkinton	Pelham	Wenham
Braintree	Hull	Phillipston	West Boylston
Chilmark	Lawrence	Plympton	West Bridgewater
Clarksburg	Leominster	Randolph	West Brookfield
Clinton	Leverett	Reading	West Stockbridge
Cohasset	Littleton	Richmond	Westford
Danvers	Maynard	Rochester	Westhampton
Dighton	Melrose	Rowe	Wilbraham
Douglas	Mendon	Salisbury	Williamsburg
Dunstable	Middleborough	Shirley	Williamstown
Duxbury	Millbury	Shutesbury	Wilmington
Fitchburg	Millville	Stockbridge	Winthrop
Florida	Montgomery	Stow	Worthington



2022 ACO Designations will get mailed first week in January due back on Feb 1st, 2021.



NEXT MEETING.....

END OF JANUARY?

It will be sweater weather!

