



Municipality of Anchorage
Animal Control Advisory Board
Meeting Minutes
January 22, 2026



1. **Call to Order:** The meeting was called to order at 6:05 p.m. by Raylene Griffith.
2. **Board Members Present:**
Raylene Griffith, Matt Hall, Sam Fierro, Sandy Potter and Pam Schamber

Board Members Excused:
Timothy Ebben

Staff Present:
Tamiah Liebersbach and Debbie Burks – Anchorage Health Department (AHD)
Melissa Summerfield, Logan Robinson and Laura Wyatt– Animal Licensing and Placement Services (ALPS).
3. **Minutes from October 23, 2025:**
Sam Fierro moved to approve the minutes. Pam Schamber seconded. Motion carried.
4. **Requested Presentations:**
None.
5. **Persons to be Heard:**
Board Member Sam Fierro suggested that Animal Care & Control consider holding periodic meetings with local rescue organizations. Fierro stated that similar meetings had previously been held and suggested that renewed meetings could help rescues and the shelter stay informed about issues in the community and better coordinate efforts.
6. **Standing Reports:**
Anchorage Animal Care Control (AACC) Monthly Reporting and Public Outreach
Melissa Summerfield, Shelter Manager and Layra Wyatt, Enforcement Captain
 - **Staffing Update:** Laura Wyatt has been appointed Enforcement Captain. Eric Johnson remains with AACC but has stepped back from the captain role to return to field work. Wyatt has been in the position for approximately two weeks and is transitioning into the role.
 - **Large Animal Seizure:** AACC conducted a seizure of 141 animals from a single property, including rabbits, roosters, hens, several cats, and fish. The owner did not surrender the animals and was charged with neglect. Staff reported that the property conditions were poor and that AACC had been working with the owner from April through November of the previous year in an attempt to improve conditions; however, compliance was not

achieved.

- **Shelter Capacity:** Due to limited capacity and the large intake, some animals already housed at the shelter were euthanized to create space. Staff were still processing animals from the seizure at the time of the meeting and continuing intake procedures.
- **Next Steps:** AACC will be reviewing options with department leadership regarding how to manage the current number of animals in custody.
- **Community Outreach:** AACC continues to expand community outreach efforts, including educational visits with local schools. Staff are exploring additional outreach opportunities for the coming year.
- **Grant Opportunities:** AACC is working with Best Friends Animal Society to explore potential grant funding for shelter needs.
- **TNR Discussion:** Community efforts related to Trap-Neuter-Return (TNR) in Anchorage were noted, including an ongoing petition effort seeking additional signatures.

7. Committee Reports:

Title 17 - Sgt. Matthew Hall Report:

Matt Hall presented final review of Title 17 Ordinance Draft. The Board reviewed the updated Title 17 draft ordinance, which had been reviewed by the Municipal Prosecutor's Office. Most revisions involved formatting or legal wording updates.

- **AMC 17.10 – Animal Neglect**
Minor formatting corrections were noted.
A clarification was proposed to add the word “moving” before “vehicle” in the subsection addressing animals riding or tethered outside a vehicle to clarify the provision applies to moving vehicles.
- **Animals in Vehicles Provision**
The allowable time an animal may remain in a vehicle was reduced from 12 hours to 8 hours based on prior public feedback.
Additional language clarifies that animal neglect laws still apply and the time limit does not exempt neglect violations.
- **Protective Custody**
No substantive changes from the previous draft.
- **AMC 17.25.120 – Cost of Care Bond**
“Large number of animals” was replaced with “four or more animals.”
Added clarification regarding third-party caregiver approval, including inspection of the residence, facility, or place of business to confirm standards of care and sanitation.
Defendants must remain at least 500 feet away from animals in protective custody and may only have approved supervised visitation with Animal Care & Control officers.
Animal Care & Control may revoke third-party caregiver placement and transfer animals to the shelter or another approved caregiver if standards of care are not met.

If the defendant violates these conditions, Animal Care & Control may return the animals to the shelter and pursue a cost of care bond.

Board members discussed concerns about situations where animals might remain in the same household if another family member could provide care. Legal limitations in existing statute and enforcement considerations were discussed.

- **Motions and Votes:**

- **Motion:** Matt Hall moved to approve and forward all proposed Title 17 amendments **excluding AMC 17.25.120 (Cost of Care Bond)** to the Anchorage Assembly for review. Sam Fierro seconded.
 - **Vote:** Passed unanimously
- **Motion:** Raylene Griffith moved to approve and forward AMC 17.25.120 (Cost of Care Bond) to the Anchorage Assembly for review. Sam Fierro seconded.
 - **Vote:** Passed unanimously.
- Next Step the draft ordinance will be forwarded to the Anchorage Assembly for consideration

8. **AHD Staff Reports:**

Tamiah Liebersbach -

- **Board Vacancies:** Three board seats remain open. Members were encouraged to promote the openings to help ensure a quorum at meetings.
- **AHD Leadership Update:** The Anchorage Health Department has hired a new Deputy Director, filling a position that had been vacant for four years. The role is expected to provide additional leadership support and assist with capital improvement and bond initiatives.
- **Shelter Contract Funding:** The Assembly approved the shelter contract; however, current funding only covers nine months of the contract. Approximately \$750,000 in additional funding is needed to cover the remaining three months. The department will seek this funding during first-quarter budget revisions in April, and a Board support letter to the Assembly would be helpful.
- **Shelter Facility Planning:** The department previously received \$100,000 for facility design work, but updated estimates indicate design costs could be closer to \$700,000. Staff are exploring a potential bond to fund the design phase, which would determine whether the current site can be expanded or if alternative facility options are needed. Due to ballot deadlines, a bond measure would likely appear on the 2027 ballot, with design work occurring 2027–2028.
- **Facility Needs:** Potential improvements being evaluated include building expansion, plumbing issues, replacement of the incinerator, and interior upgrades. Maintenance and Operations provides limited maintenance support and does not maintain specialized shelter equipment such as kennels, washers/dryers, walk-in coolers, or the incinerator.

- **Board Actions:** Tamiah will provide information as needed to assist the Board in preparing a draft support letter requesting additional contract funding, which could be considered at a February or March meeting.
- **Upcoming Elections:** Chair and Vice Chair elections are expected in March. The Vice Chair typically chairs the Title 17 Committee, though the committee chair does not have to be formally elected.

9. Old Business

None

10. New Business

- Election for Chair and Vice Chair will be held at the meeting of March 26, 2026

11. Persons to be Heard on Meeting Topics:

None

12. Informational Items:

- a. The next Title 17 Review Committee meeting will be held Thursday, February 12, 2026, at 6:00 p.m. at Anchorage Animal Care and Control. The phone number to call in to hear is 907.343.6060
- b. The next Animal Control Advisory Board meeting will be held Thursday, February 26, 2026, at 6:00 p.m. at Anchorage Animal Care and Control. The phone number to call in to hear is 907.343.6060

13. Adjournment: Motion to adjourn at 7:06 p.m.