



Municipality of Anchorage
Animal Control Advisory Board
Meeting Minutes
August 28, 2025



1. **Call to Order:** The meeting was called to order at 6:00 p.m. by Raylene Griffith.

Board Members Present:

Raylene Griffith, Matt Hall, Samantha Fierro, Cathy Foerster, Sandy Potter and Pam Schamber

Board Members Absent:

Tim Ebben

Staff Present:

Valarie Clark and Debbie Burks – Anchorage Health Department (AHD)

Melissa Summerfield, Joel Jorgensen and Eric Jonsen – Animal Licensing and Placement Services (ALPS).

2. **Minutes from July 24, 2025:**

Raylene Griffith moved to approve the minutes. Cathy Foerster seconded. Motion carried.

3. **Requested Presentations:**

None

4. **Persons to be Heard:**

None

5. **Committee Reports - Change in order of the day:**

Title 17 – Proposed Code Changes - Sgt. Matthew Hall:

- AMC 8.55.015 ANIMAL NEGLECT
- AMC 17.05.005 PURPOSE
- AMC17.05.010 DEFINITIONS, GENERALLY
- AMC 17.10.025 ANIMALS IN VEHICLES (NEW)
- AMC 17.25.090 PROTECTIVE CUSTODY
- AMC 17.25.120 COST OF CARE BOND AND FORFEITURE OF ANIMALS IN PROTECTIVE CUSTODY (NEW)
- AMC 17.70.020 CIVIL PENALTIES FOR ANIMAL CARE AND CONTROL VIOLATIONS

After discussion, Matthew Hall moved to separate the revisions to 17.25.090 and new section 17.25.120 from the other proposed changes and vote to forward the other changes to the Assembly. Pam Schamber seconded the motion. Motion carried.

After discussion on 17.25.090 and new section 17.25.120, Cathy Foerster moved to remove 17.25.120(F)(2) and (F)(4) and vote on forwarding the resulting changes to the Assembly. Samantha Fierro seconded the motion. Motion passed 4-2.

Cathy Foerster moved to put the suggested code revisions forward for public testimony at the September meeting. Samatha Fierro seconded. Motion carried. Public testimony will be advertised via website and social media platforms. Community members will also be able to submit comments via email.

The draft will be presented to Anchorage Police Department (APD) command staff for feedback as Title 8 is enforced by APD.

AHD staff noted that public testimony and APD recommendations may lead to further revisions before being forwarded to the Assembly and that the Assembly itself can make revisions.

6. Standing Reports:

Anchorage Animal Care Control (AACC) Monthly Reporting and Public Outreach

Melissa Summerfield, Shelter Manager

- August was designated as “Clear the Shelter” month, which helped increase animal adoptions and reduce shelter population.
- A recent case involving a dog that died in a vehicle was confirmed as neglect; the case has been referred to APD for charges.
- Public education efforts continue, emphasizing the risks of leaving animals in vehicles, even in cloudy weather.
- Staff are preparing for winter outreach planning.

Joel Jorgensen

- Adoptions have remained steady despite the usual seasonal decline at the start of the school year.
- August totals: 88 cats, 51 dogs, and 9 small animals adopted (148 total).
- Animal trades with other shelters (Mat-Su, Kenai) have been effective in placing long-term animals; all recently-traded animals were adopted quickly.
- New partnerships with local cat and dog rescues are strengthening community collaboration.
- Pet food pantry usage remains high; three pallets of donated food were distributed within two months. Donations are lower in August compared to winter months, likely due to families prioritizing school expenses. Staff continue to share needs through social media and maintain an Amazon wish list.
- Collaboration with Best Friends Animal Society is underway to explore enrichment and behavior programs for shelter animals, with potential grant funding being pursued to support implementation.

7. AHD Staff Reports:

Valarie Clark

- The Animal Control RFP evaluation committee will meet in September. Proposal details and discussions remain confidential per purchasing regulations. Despite staffing shortages, progress is on track. A recommendation of award is expected by early October, with a new contract anticipated to take effect January 1, 2026.
- Director Kim Rash is actively advocating during budget discussions to secure funding for shelter operations.
- Board membership: A veterinarian applicant is pending review in the Mayor's Office. Recruitment for multiple boards and commissions is underway.

8. Old Business

None

9. New Business

None

10. Persons to be Heard on Meeting Topics:

None

11. Informational Items:

- a. The next Title 17 Review Committee will be held Thursday, September 11, 2025, at 6:00 p.m. at Anchorage Animal Care and Control.
- b. The next Animal Control Advisory Board meeting will be held Thursday, September 28, 2025, at 6:00 p.m. at Anchorage Animal Care and Control or call-in to 907-343-6060

12. Adjournment: Sandy Potter moved to adjourn, Matthew Hall seconded. Motion carried. Meeting adjourned at 7:12 P.M.