



5801 Graye Lane  
Caldwell, ID 83607  
[www.canyoncountyshelter.org](http://www.canyoncountyshelter.org)  
P: 208.455.5928  
F: 208.454.7811  
Fed. ID: 20-8179233

WVHS Board Meeting 5-14-25

In attendance Nick, Nicole, Tyler, Nancy, Aaron, Kim, Emily, Maddie, Dee

Start 7 pm

Meeting minutes approved from the last meeting.

Manager Updates:

**Kim**-Policy and staffing: Four ACA's have quit or have been terminated. Another four full time employees have moved to part time . With one employee moving to light duty due to an injury. There are a total of 28 open shifts at this time. Right now the biggest challenge is staffing. Prior month successes are all initial training was completed including Fear Free certification. Average Population in the shelter: Dogs 103, Cats 47. Current count is 90 Dogs and 20 Cats with Two Protective custody Dogs.

Needs: dry and wet dog food especially needing quality dog food and high value treats. Also wet and dry kitten food.

Needs from maintenance include outdoor yard repair due to fence issues. Also needs dog zip lines replaced since the roof update. Nick suggested that the team could independently work on improving the outdoor yards, which would greatly impact the facility.

**Emily**- Adoption numbers for April: 113 dogs, 36 cats, 2 birds, and 2 livestock. Total revenue of \$23,725. This includes \$5460 fees for Returned to Owner, \$1438 in licensing fees, and Donations \$8797.86. She also mentioned the upcoming Plexus pickleball tournament fundraiser on 5-29 and all with proceeds to WVHS. They also are needing more volunteers.

Adoption Promo coming up is National Best Friends Day on June 8th. As always, they are continuing with adoption discounts for First responders, seniors and cats are BOGO.

Successes- Donations and Sponsorships from the community including Team Subaru, Plexus ,Girl Scout Troop 003 and the Boise Co Op Roundup Program that raised \$15,534.05.

Emily's biggest challenge was scheduling due to staff members requesting time off. Also, she stated the need for a bilingual employee to help with the Spanish speaking community.

**Maddie**- Intake numbers Dogs in 197, Out 202; Cats in 71, out 51. Rescue number outcome was 6 for space and 1 for medical needs. Foster numbers are 42 with 2 dogs and 40 cats.

Maddie discussed the launch of Doobert and how it will help foster families. Challenges are staffing with one employee leaving due to relocating and two have inquired about raises. The other challenge has been kitten season and the influx of bottle kittens. Win has been a decrease in behavior dogs.

**Dee**- Staffing: One Vet Tech working four 10 hour days, One working four 8 hour days and one Part time at three 8 hour days. Dee is still wanting some cross training with the staff.



5801 Graye Lane  
Caldwell, ID 83607  
www.canyoncountyshelter.org  
P: 208.455.5928  
F: 208.454.7811  
Fed. ID: 20-8179233

Surgery numbers in April were 97 dogs and 10 cats. Average days waiting for surgery is down to 2.3 days for dogs and 3.9 days for cats. Euthanasia numbers were 10 dogs, 9 for behavior issues and 1 for medical, and 7 cats for humane and 1 for untreatable medical reasons. Public services included 115 vaccines and 13 microchips. Dee is currently working on the Revenue report for Public vaccines. Needs for med cart are pill pockets, wet dog food, cream cheese and hot dogs. Dee updated the euthanasia policy and procedure SOP and mentioned scheduling a CET class. CET class has been pushed out to

June. Vet updates are Dr Sauer on Tuesday and Thursday and Dr Israel on Wednesday and Fridays. Dee updated the euthanasia policy and procedure SOP and mentioned scheduling a CET class.

The team also discussed OCC, including the need for their proof of insurance and their staffing to remove the need for shelter staff to help during their time in the clinic.

Kim, Emily, Maddie and Dee are excused from the meeting.

#### **General updates:**

Municipal negotiations- Canyon County Meeting went well, Nampa meeting on 5/15, Caldwell meeting on 5/19 and Middleton still in discussions.

Nicole has been working on the Public Statement for Media. She also has been working on Channel 6 and TV Subaru and their ads. Channel 2 has asked to do an Adopt a Pet on Air once a month.

Tyler-Financials- WVHS is out of the Time Share that was gifted to the shelter a few years ago. IRS penalty but negotiations are trying to get owed fees down to \$7000.

April financials: Net Loss of \$168,000 with a Cash Burn of \$42,000 per month. At this time Cash on hand is \$424,000 covering 105 days.

Executive session 8:15 pm to 8:43pm

Tyler informed the board he will be stepping away from the board as of September of this year. He suggested the formation of subcommittees to manage tasks and responsibilities more efficiently. The board discussed the potential recruitment of Alana Lynn as a new board member, with Kevin to send an email to the board members for their input. Nick recommended the adoption of the Level 10 Meeting Structure for better efficiency. The conversation ended with Nick making a motion to end the meeting.

Meeting adjourned at 8:55pm.