IDAHO FALLS
City Clerk's Office

NOTICE OF PUBLIC MEETING
Monday, February 24, 2020
CITY COUNCIL CHAMBERS
680 Park Avenue
Idaho Falls, ID 83402
3:00 p.m.

The public is invited to attend. This meeting may be cancelled or recessed to a later time in accordance with law. If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Kathy Hampton at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 as soon as possible and they will accommodate your needs.

COUNCIL WORK SESSION

Times listed in parentheses are only estimates.

Call to Order and Roll Call

Council President:	-Calendars, Announcements and Reports (10) -Acceptance and/or Receipt of Minutes
Council:	-Liaison Reports and Council Concerns (10)
Police:	-Idaho Shelter Coalition Memorandum of Understanding Discussion (10)
Municipal Services:	-Quarterly Finance Presentation (45)

DATED this 21st day of February, 2020

Jodi Adolfson
Deputy City Clerk

Approved January 27, 2020
Idaho Falls Sister City Youth Meeting-Minutes

Attendees:

Gabe Padron	Heather Medema	Max Medema
Charlie Medema	Laura Combs	Charlotte Combs
TJ Combs	Caroline Combs	Robert Gallegos
Jo Gallegos	Yeonwoo Noh	Aidan Gallegos
Abby Gallegos	Anna St. Michel	Tate Corbridge
Jackson Corbridge	Omare Gamino	Vina Gamino
Nate Nakashima	Andrew Nakashima	Nathan Peck
Kendra Peck	Jorge Padron	Melinda Cebull
Nicholas Cebull	Gabe Perkins	Jon Perkins
Lori Kidwell	Sam Hawker	Ed McIsaac
McKenzie McIsaac	Rebecca Smith	Stephanie VanAusdeln
Izabel Kelley	Whitney St Michel	Jennifer Thompson
Laura Kelley	Maggie Boring	Wendy Boring
David Eaton	Katie Eaton	

Approval of minutes:

Whitney St. Michel motioned to approve the January 8, 2020 meeting minutes. It was seconded by Gabe Padron. Voted and unanimously approved.

Treasurer's Report:

Treasurer reported that December started with $6,704.92 and the balance as of January 27 is $12,008.06.

Student Exchange Information:

Whitney St. Michel stated that all fifteen students who were invited to go to Tokai-Muri, Japan accepted the invitations. Each student and chaparon needs to have a $100.00 deposit by today January 27th.

Whitney stated that all students and chaparones will need proof of international insurance and a passport by April.

Student tickets and chaparone tickets will need to be paid in full by April 23, 2020.

All students will need to fill out the medical forms and get them in as soon as possible.

Fundraisers:

Cherry Blossom Festival

David Eaton spoke with Jerry, owner of Snow Eagle and asked which dates works best for him the 23rd or 30th of April. Jerry agreed to April 23. Cherry Festival date is scheduled for April 23, 2020 at the Snow Eagle.

A coordinator is needed to plan the festival. This will be discussed at the February 5, 2020 meeting.

Skyping

Kendra stated that Haruka will check with her students on scheduling a date for a Skype call. Dates offered were February 7th, 14th, or 21st. Our group voted on Friday, February 21st for the Skype call. Kendra asked for students to lead the Skype call. Izabell Kelly and Charlie Medema volunteered.

Kendra will relay information back to Haruka.

A suggestion was to play "Kahoots" during the Skype call.

Meeting with Idaho Falls Sister City Adult Group

Cindy Osaki asked if the Youth group would work together with the Adult group on social activities and other student activities such as practicing common phrases and creating business cards. The group decided to discuss this at another meeting.

A suggestion was made to plan for a meeting later in the year, possibly in June at the Friendship Garden.

Reminder:

February meetings for Idaho Falls Sister City Youth are scheduled for February 5 and 19, 2020 at 7:00 pm at the Idaho Falls Public Library.

March meetings are the 4th and the 16th, April 1st and 13th, May 6th and 18th, June 3rd and 15th. Please put the dates on your calendar.

Student Activity:

Meeting minutes for 01-27-2020

We had a lesson taught by Aidan, about Nagasaki Kunchi, a Famous Festival on October 7th. This is a celebration of the autumn harvest. Niwamise, which means garden show. Before, it was to find illegal missionaries. Now, it is more of an annual event. Some of the foods that are eaten consist of kakani, or pork belly, tai soup, and the food style is called shippoku, ryori.

For the skype with Japan, we have learned that Kahoot will work.

The next lesson will be taught by Anna and Kylie.

Isabel and Charlie are going to bring sign-ups for food on the 21 for the sushi/okonomiyaki activity.

Meeting Adjourned:

Charlie Medema motioned to adjourn meeting. It was seconded by Stephanie VanAusdlen.

IDAHO FALLS

MEMORANDUM

FROM: Bryce Johnson

DATE: Wednesday, December 18, 2019

RE: Idaho Shelter Coalition Memorandum of Understanding

Item Description

This is a Memorandum of Understanding for the newly formed Idaho Shelter Coalition that the Idaho Falls Animal Shelter wishes to be a part of. The purpose of the coalition is for the animal shelters of Idaho to come together to end the unnecessary euthanasia of dogs and cats in the State of Idaho by creating an alliance of animal welfare organizations.

Purpose

Signing the MOU and becoming a part of the coalition promotes good governance by ensuring a common understanding of what Coalition participation requires. Participation in the Coalition also enhances public safety and shelter operations by sharing ideas and real-world experiences with other animal shelters in our state.

Fiscal Impact / Financial Review

The costs associated with belonging to this coalition are minimal. One of our staff members has been asked to be on the Governing Committee, therefore there are travel expenses for a once a year meeting (less than $500) for her to attend.

Legal Review

The City Attorney has reviewed the Memorandum of Understanding and has made a few minor changes which are reflected in the final document. The changes are: 1. add "aspire to" under Obligations and Commitments of Coalition Members and 2. Added "except to the extent that such records are deemed to be governed by the Idaho Public Records Act, Idaho Code Chapter 1, Title 74." to bullet #11 under the same heading.

Interdepartmental Review

This item does not require interdepartmental coordination at this time."

Recommended Action

Authorize the Mayor to sign the memorandum of understanding for the Idaho Shelter Coalition.

☐ Economic

☒ Governance

☐ Growth

☐ Learning

☐ Livable

☒ Safety

☐ Sustainability

☐ Transportation

Idaho Shelter Coalition

Memorandum of Understanding

Updated: 10/18/19

The Idaho Shelter Coalition ("Coalition") is an unincorporated and voluntary association of animal welfare organizations in the state of Idaho. A Coalition member is an animal welfare organization providing services within the state and operating as a 501(c)(3) nonprofit organization or government animal shelter.

By entering this Memorandum of Understanding (MOU) the undersigned nonprofit organization or government entity agrees to become a member of the Coalition (Coalition Member) on the terms set forth in the Coalition by Laws and herein.

1. Mission of the Idaho Shelter Coalition

The mission of the Idaho Shelter Coalition is to end the unnecessary euthanasia of cats and dogs in our state by creating an alliance of animal welfare organizations.

2. Legal Structure and Governance

The Coalition does not exist as, nor do the members intend to form, a separate legal entity by virtue of this MOU. Each Coalition member maintains its own independent status as a 501(c)(3) nonprofit organization or government run animal shelter. No member of the Coalition is authorized to bind any other member to any contract, instrument or other document or to act as agent for any other member. This MOU is not intended to create a joint venture, partnership, association, corporation, or other legal entity. The parties herein specifically do not intend to, and nothing in this MOU should be interpreted to, create a Joint Powers Agreement as defined by Idaho Code § 67-2328.

The Coalition shall be governed by a Governing Committee consistent with the Coalition's mission and by laws. The Governing Committee is further described in paragraph 5, below

3. Coalition Membership

Coalition membership includes:

- Access to animal transports between fellow coalition members for moving animals to areas for greater chance at adoptability

- Access to the Governing Committee for the purpose of recommending new programs and projects, airing complaints and resolving disputes between Coalition members
- Access to resources outlining industry best practices and how to achieve them
- Access to in person, professional consultations on how to achieve best practices
- A presence on the Coalition Facebook page, including:
    - Opportunity to post information about upcoming events and fundraisers
    - Link to Coalition member's profiles of adoptable cats and dogs
    - Open forum to discuss and resolve sheltering questions and concerns
    - Facilitate animal transfers between Coalition members
- Access to grant funds, as they become available

4. Obligations and Commitments of Coalition Members

In furtherance of the mission of the Coalition, Coalition members commit and agree to aspire to the ~~as~~ following~~s~~:

- Despite the current reality, Coalition members are working toward a goal that no cat or dog in the care, custody, or control of the Coalition member is euthanized other than when a veterinarian has determined that the animal has no chance of recovering an acceptable quality of life, or the animal's behavior doesn't allow him/her to be a candidate for rehabilitation.
- To ensure that no cat or dog in the care, custody, or control of the Coalition member is bred or used for breeding purposes.
- To ensure that all programs and operations of the coalition member meet established industry standards, or, commit to making changes needed to work towards those standards over an identified period of time.
- Coalition member organizations will vaccinate all animals received upon intake.
- Coalition members will make transferring animals from within Idaho a higher priority than out of state partners.
- Members will establish policies and procedures that ensure healthy capacity for care.
- Organizations must commit to taking back animals placed by their own adoption program and/or transfer program.
- To respect, support and promote the activities of the Coalition members and programs.
- To make no public statements disparaging other Coalition members or the programs of the Coalition.
- To bring Coalition program complaints or disputes to the attention of the Governing Committee.

- To allow representatives of the Governing Committee responsible for the administration of the Coalition program access to adoption, spay/neuter, or other records when requested and as needed to verify activity for which an adoption subsidy or other request for grant funds is claimed. All such information will remain confidential and will not be used or made available to other Coalition members or any other person for fundraising, mailing, or any other unauthorized use except to the extent that such records are deemed to be governed by the Idaho Public Records Act, Idaho Code Chapter 1, Title 74.
- To allow representatives of the Governing Committee responsible for the administration of the Coalition program access during normal business hours in a manner that does not disrupt operations to facilities housing cats and dogs. Government entities will comply with the spirit and intent of this commitment to the extent permitted by applicable law.
- To report all cat and dog intake and disposition data monthly via the Shelter Animals Count (SAC) website. This includes opting in to sharing data publicly and acceptance of invitations to participate in the Coalition tool in the SAC database.

5. Governing Committee

The Coalition will be governed by a Governing Committee. The Governing Committee will initially be comprised of a President, Vice President and Secretary. Governing Committee members will be added and consist of at least 3 but no more than 9 members.

The Governing Committee will provide leadership in the following ways:

- Develop bylaws or other documents governing the operations of the Coalition and its Governing Committee, including:
- Appointment and replacement of Governing Committee members;
    - Each member of the Governing Committee shall have one vote, unless serving in an advisory capacity only, in which case, they will be non-voting members.
    - Voting member organizations may have up to two representatives in attendance at Governing Committee meetings, but one shall be designated as the voting member, and must be in attendance to vote.
- Attendance requirements;
- Term limits;
- Creation of sub-committees
- Define the process for program prioritization, ensuring that all decisions are made in alignment with the broader mission of the Coalition.
- Define the decision-making approach (a simple majority vote or some other form).

6. Use and Ownership of Intellectual Property

Each Coalition member shall remain the sole owner of its intellectual property, including without limitation all trademarks, tradenames, copyrights, logos, trade secrets and other intellectual property and all physical manifestations thereof and associated therewith, and all customer and supplier lists, financial data, business plans, marketing plans, data and data bases and other proprietary information relating to the member's business, operations and practices. A Coalition member shall not be deemed to have acquired any interest in the same, other than the right to participate in the Coalition as provided for herein. During the term of a member's participation in the Coalition, however, each Coalition member grants the Coalition a non-exclusive and royalty-free license to use such trademarks, tradenames, copyrights, logos provided by the member to the Coalition for use on the Coalition's website in furtherance of Coalition programs and as otherwise necessary to carry out the terms of this MOU.

7. Termination of Coalition and/or Coalition Membership

Coalition members may withdraw from the Coalition at any time upon written notice to the Governing Committee.

The Governing Committee, by majority vote of unaffected members, reserves the right to terminate a Coalition member's membership in the Coalition if, in its sole discretion, it determines that the Coalition member is not fulfilling its obligations as set forth in this MOU, or is otherwise engaged in conduct detrimental to the accomplishment of the Coalition's mission.

Upon withdrawal or termination of participation in the Coalition, the Governing Committee shall promptly, and in no event more than five business days following the effective date of termination, remove all information about the Coalition member from the Coalition website and cease to use the terminating member's intellectual and other property.

This MOU may be executed by means of electronic or handwritten signature. This MOU shall not be effective unless and until signed by authorized representatives of both the Coalition member and the Coalition.

Signatures submitted to the Coalition via facsimile shall be binding and may be relied upon by the Coalition to the same extent as an original

By signing below, the members indicate they have read this MOU and intend to be bound by the commitments contained herein.

Coalition Member

Organization Representing _____

Signature _____

Printed name _____

Date _____

Title _____

Must be director (or equivalent) of the organization.

Coalition Governing Committee Member

Signature _____

Printed name _____

Date _____

Title _____

Must be a member of the governing committee