

Small Animal Committee Regular Meeting Minutes

Date: March 9, 2020

Location: 4H Building

I. Call to Order

18:05 hrs

II. Roll Call

Sofia Agudelo, Kelsey Deckert, Mindy Graulty, Ashley Hoiby, Priscilla Sauer, Karen Kershaw

III. Approve Minutes from Last Meeting

Motion to Approve Meeting Minutes from November 18, 2019, with correction regarding the animal lease/borrow program as follows: “Implement the Animal Lease/Borrow Program for rabbits only” (see Appendix A).

Carried: Priscilla

Second: Ashleey

All in favor - Motion Carried to approve the minutes with corrections

IV. 4H Agent Introduction

Tyler Kralicek’s formal introduction as the new Agriculture and Natural Resources Agent

V. Discussion

• **Pet Supply Drive**

- Donations can be dropped off at the Extension Office starting 1-2 weeks before the event. However, the preference would be to have a trailer available, parked at the Office (there is no liability on the trailer).
- If no trailer available, use of the arena might be an issue, as there are other events scheduled.
 - Check with Karen for trailer’s availability.
- A craft table station will be available to make toys for the pet supply drive. Club and/or Small Animal Committee Members will oversee this table.
 - Priscilla to check with Stephanie/Jason for help with the craft table

• **Poultry Testing Update**

- TBD (see email on Appendix B)

• **Judges**

- Four judges total: 2 for record books (need to be knowledgeable but not experts/professionals) and 2 for animal judging (experts).
 - Get list of past judges and contact some of them to check availability

- Done; committee deciding on selection of judges to contact
 - Karen has Landa Vanderwal lined up for this year
 - Sofia to ask contacts for availability and qualifications
 - Done; contact available and interested. Decision pending on committee consensus.
- **Small Animal Achievement Day**
 - Will Karen be the announcer this year?
 - Discuss lists and order of participants
 - Need someone to monitor the Static Day Exhibits
 - Need of an ID to identify Small Animal Committee Members during Small Animal Night
 - Food donations coordinated by Marie, Karen, and Kim
 - Sofia and Mindy will man the food table
 - Will ask again for free-will donation
 - Start keeping track of freewill donations for future reference
 - Motion to have freewill donation for food and keep track of money

Carried: Priscilla

Second: Ashley

All in favor - Motion Carried

- **Animal Lease/Borrow Program**
 - Kelsey proposed the implementation/addition of this Program for 4-Hers that would like to participate in Small Animal Projects but don't have the resources to raise or own an animal. Rules of the Program were discussed and Committee voted to implement this Program.

Motion to Implement the Animal Lease/Borrow Program

Carried: Karen

Second: Ashley

All in favor - Motion Carried

- **Action items**
 - Contact/Secure judges
 - Confirm volunteers to man the pet toys craft table
 - Confirm trailer for pet drive donations
 - Ice cream donations

- **Next meeting will be scheduled for after May 15, 2020 (date TBD-Poll will be sent out by Kelsey).**

V. Adjournment

19:35 hrs.

Motion to Adjourn the Meeting

Carried: Priscilla

Second: Ashley

All in favor - Motion Carried

Submitted by Sofia Agudelo on April 1, 2020

DRAFT

Appendix A

Corrected:

November 2019 Meeting Minutes Small Animal Committee Regular Meeting Minutes

Date: November 18, 2019

Location: 4H Building

I. Call to Order

18:15 hrs

II. Roll Call

Sofia Agudelo, Kelsey Deckert, Mindy Graulty, Ashley Hoiby (phone), Karen Kershaw

III. Approve Minutes from Last Meeting

Motion to Approve Meeting Minutes from August 20, 2019: Sofia

Seconded: Karen

All in favor - Motion Carried

IV. 4H Agent Introduction

Kelsey Deckert formal introduction as the new Extension Agent, 4-H Youth Development

V. Elections

Mindy nominated herself for the Chair position. Karen nominated Sofia for the Secretary position. Committee voted to elect Mindy as the Chair and Sofia as the Secretary.

Motion to Approve Elections of Chair (Mindy) and Secretary (Sofia): Karen

Seconded: Ashley

All in favor - Motion Carried

VI. Discussion

• Small Animal Achievement Day

- Last year's Small Animal Achievement Day went from 5 pm – 10:45 pm. Many Families left before the end of the event; it was also a long day for the Extension Office Staff and Volunteers. Committee discussed several options to make the judging process go faster and end the event earlier. The steps below will be taken, to the extent possible, to shorten the duration of the event:
 - Move start time to 4 pm
 - Judge Record Books and Small Animals simultaneously
 - Have a total of four judges
 - Have two rings for animal judging (two judges). Small Animal judges need to be experts/professionals

- Have two judges for Record Books (two judges). Record Book judges need to have knowledge and experience with Small Animals and their care, but do not need to be experts or professionals.
- 4H participants showing Small Animals need to have their Record Books judged during the Small Animal Achievement Day event. Failure to have Record Books judged will result in forfeiture of premiums.
- Add wording to Fact Sheet stating forfeiture of premiums as per bullet above (see “Fact Sheet” section for details on wording and placement).

Motion to Approve Changes to Small Animal Achievement Day: Karen

Secinded: Sofia

All in favor - Motion Carried.

- **Fact Sheet**

- Substitutions

- Dates for the 2019-2020 year updated. These changes include
 - Final show order will be posted by July 8, 2020
 - Complete online registration by June 1, 2020
 - Animals must be in member’s possession by May 1, 2020 for rabbits, dogs and cats
 - Animals must be in member’s possession by June 1, 2020 for poultry
- Add wording for **allowing Small Animal substitutions**, at the discretion of the Small Animal Committee (Committee), of animals that cannot be shown during Small Animal Achievement Day. Wording will be as follows:
 - “A registered animal can be substituted by a similar animal within the same lot, category, class, breed, and sex. Within reason, substitutions have to be approved by the Committee. The Committee reserves the right, at its discretion, to approve Small Animal substitutions”.
 - Include wording for “Small Animal substitutions” before the “**Exhibition/Show Poultry Guidance (from the North Dakota State Fair Book)**” heading.
 - Kelsey will check if there are any conflicting rules at the State level
- Add wording to **forfeiture of premiums** when applicable, as per bullet in “Small Animal Achievement Day” section. Wording will be as follows:
 - “All participant 4-H ers showing during Small Animal Achievement Day are responsible for having their Record Books judged. Failure to have Record Books judged during Small Animal Achievement Day will result in forfeiture of premiums.”
 - Include wording for “forfeiture of premiums” in the third paragraph of the Fact Sheet, before the “Failure to complete a record book...” sentence.

Motion to Approve Fact Sheet with Discussed Revisions and Updates: Sofia

Seconded: Karen

All in favor - Motion Carried

- **Record Books**

- Suggestion to change Record Book questions from previous year's Record Book was discussed. The Committee decided to keep Record Book as is, with the option to reopen this discussion for next year's (2020-2021) Small Animal Achievement Day.

Motion to Keep Record Book as is: Karen

Seconded: Sofia

All in favor - Motion Carried

- **Animal Lease/Borrow Program**

- Kelsey proposed the implementation/addition of this Program ****rabbits only**** for 4-Hers that would like to participate in Small Animal Projects but don't have the resources to raise or own an animal. Rules of the Program were discussed and Committee voted to implement this Program.

Motion to Implement the Animal Lease/Borrow Program for rabbits only: Karen

Seconded: Ashley

All in favor - Motion Carried

****Updated as approved during March 2020 Committee Meeting** See March 2020 Minutes**

- **Pet Supply Drive**

- Do it again this year.
- Improve advertising. Can donations be brought into the building starting 1-2 weeks before the event?
- Craft table?

Motion to Have the Pet Supply Drive: Karen

Seconded: Ashley

All in favor - Motion Carried

- **Action items**

- Further discussion regarding the implementation of the Animal Lease/Borrow Program
 - Logistics: Provide information for interested participants, registration process, etc.
 - Update "Agreement" and "Responsibilities" to match Small Animals dates and categories
- Kelsey to check if there are any conflicting rules between the "Small Animal substitutions" discussed during this meeting and the State-level rules
- Kelsey to check if Small Animal Pet Supply Drive donations can be brought into the building 1-2 weeks prior the event
- Further discussion regarding Pet Supply Drive
 - Craft Table?

- Advertisement
 - Food donations
 - Ice cream donation
- **Next meeting will be schedule for February (date TBD-Poll will be sent out by Kelsey).**

V. Adjournment

19:45 hrs.

Motion to Adjourn the Meeting: Sofia

Seconded: Karen

All in favor - Motion Carried

Appendix B
Salmonella Antigen Update

****Salmonella Pullorum Plate Antigen Update****

Ndsu-county <NDSU-COUNTY@LISTSERV.NODAK.EDU>

on behalf of

Skurupey, Leigh Ann <leighann.skurupey@NDSU.EDU>

Mon 2/24/2020 2:44 PM

To: NDSU-COUNTY@LISTSERV.NODAK.EDU <NDSU-COUNTY@LISTSERV.NODAK.EDU>

📎 1 attachments (105 KB)

CRL Pullorum Update 2.11.20.pdf;

****Salmonella Pullorum Plate Antigen Update****

Attached you will find the most recent letter from the makers of the Pullorum rapid test antigen regarding the Pullorum Antigen for our poultry population. The antigen is slowly becoming available again. However, unless you have a backorder pending, it will be some time before regular retail distribution channels have antigen for sale.

Dr. Bailey, Assistant State Veterinarian, has asked that poultry requirements for fairs and exhibitions be added to the agenda at the upcoming State Board of Animal Health quarterly meeting on March 25. They should have a clear path forward after this meeting.

Due to interest, I have asked the State Veterinarians to host a Poultry Testing Course for those interested in becoming certified to test for the PT antigen. The State Veterinarians are looking to **host a course in May**, depending on their ability to source Pullorum Antigen.

I will continue to keep you informed, as I know more information. Thank you for your patience!

LA

Leigh Ann Skurupey, Ph.D.

State 4-H Youth Development Specialist - Animal & Equine Sciences

Center for 4-H Youth Development

NORTH DAKOTA STATE UNIVERSITY

Hultz Hall 172 | Dept 7630 | PO Box 6050 Fargo, ND 58108-6050

LeighAnn.Skurupey@ndsu.edu | p. 701.231.6658 | c. 303.910.1752 | f. 701.231.7590

Website: www.ndsu.edu/4h

Facebook: [NDSU Extension Service - 4-H Animal Science](#)



"Extending knowledge, changing lives."

February 11, 2020

Re: **Salmonella Pullorum Plate Antigen Update**

Dear Valued Customer,

We appreciate your patience as we continue our production campaign of Pullorum Antigen utilized in the whole blood and serum plate agglutination tests. As you may know, we have prepared and shipped two batches thus far. We have also opened new USDA licensed laboratory space that will allow us to eventually prepare larger batch sizes but we will need to continue with small preps this year as we work to qualify material and methods to increase batch sizes. We still have many pre-orders from 2018 and 2019 that we need to satisfy and are estimating a year of continuous production to be able to fill existing orders and expected new orders. In the meantime, we will continue to ship product as it becomes available. For those of you who have already placed an order, a member of our Customer Service team will contact you to confirm your order as product becomes available to ship.

Please note that while our current product insert states that the product is for testing of chickens only, the USDA has given us permission to remove that stipulation as it will work with all poultry species. You will see a revised product insert in the future.

Charles River Laboratories has incorporated a few improvements into our Pullorum antigen, USDA product code 5207.02, that distinguishes it from the Lohmann Animal Health's antigen that we previously distributed.

- Each bottle contains 40 ml for 1000 tests.
- Each assay requires 40 ul of antigen and 40 to 50 ul of sample volume.
- The product is licensed for use with both whole blood and serum.
- New CRL material number – 10105346.
- To reduce leakage, a dropper tip is separate, not screwed onto the bottle.

avian vaccine services

1 Wisconsin Avenue, Suite 100, Norwich, CT 06360 • 860-885-0477 • Fax: 860-889-1991 • www.criver.com