

# HOW YOUR COUNTY CAN PARTICIPATE

*Three steps. Zero cost. One meeting.*

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## STEP 1

### Download and Customize the Model Resolution

We have prepared a ready-to-use resolution that any County Commission can adopt. It authorizes participation in both ShelterOS and the MAYDAY Network, designates a county point of contact, explicitly states that no county funds are required, and includes an accountability provision requiring any shelter or organization that receives county funding to use ShelterOS for standardized reporting. Because ShelterOS is free, this imposes no additional cost — it simply ensures the Commission has visibility into how its animal welfare dollars are being spent.

Download the editable Word document at:

[pro-found.org/wv-resolution](https://pro-found.org/wv-resolution)

Simply open the file, replace [COUNTY NAME] with your county, fill in your commissioner names, and it's ready for your next meeting agenda.

## STEP 2

### Adopt the Resolution at a Regular Meeting

The resolution can be adopted as a regular agenda item at any Commission meeting. No special session is required. The legal authority already exists under WV Code §7-1-14, §19-20-6, and §19-20-6a. The resolution includes eight sections covering platform authorization, the accountability mandate for county-funded shelters, ACO and dispatch access, website updates, a designated point of contact, and a 90-day onboarding window.

## STEP 3

### Designate a Contact and We Handle the Rest

Once the resolution passes, your county designates one point of contact — typically the ACO lead, shelter manager, or a county administrator. PROVENIQ Foundation will handle all onboarding, training, and platform setup at no charge. If your shelter currently uses other software, spreadsheets, or paper records, our Teleport migration engine will import your existing data into ShelterOS — with AI-assisted field mapping, staff review of anything flagged, and a full 30-day rollback window. No data is ever lost. We can provide a short remote walkthrough for your team, or a recorded video walkthrough if schedules are tight.

## WHAT YOUR COUNTY DOES NOT NEED

X No budget allocation	X No IT staff or infrastructure
X No contracts to negotiate	X No software to install
X No special meetings required	X No ongoing fees of any kind
X No reliable internet required (offline-first)	X No app downloads for residents
X No data loss (Teleport migrates your records)	X No learning curve (HelpOS trains staff in-app)

## EXISTING LEGAL AUTHORITY

WV Code	What It Authorizes
<b>§7-1-14</b>	County Commissions may establish guidelines for animal care and control
<b>§19-20-6</b>	Commissions oversee dog wardens and animal control; receive monthly reports
<b>§19-20-6a</b>	Commissions may engage nonprofit organizations for animal care and control

## QUESTIONS? READY TO GET STARTED?

**Terry L. Holliday, Founder**

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[pro-found.org](http://pro-found.org) • [petmayday.org](http://petmayday.org) • [mypetrescue.org](http://mypetrescue.org)

Resolution download: [pro-found.org/wv-resolution](http://pro-found.org/wv-resolution)