

**Animal Services Advisory Board (ASAB)  
Approved Minutes for May 17, 2006, Meeting**

**Present ASAB Members:** Tracy Carroll, Daniel Textoris, Lisa Smith, James Kramer, Kristine Bergstrand, Ross Oglesbee, DeWana Anderson and Bonnie Norwood.

**Absent ASAB Members:** Moses Carey, Jr., Pat Sanford and Jean Connerat-Levine

**Others in Attendance:** Animal Services Director Bob Marotto, Animal Shelter Director Joe Pulcinella, Animal Control Manager Irene Paul, Program Volunteer Coordinator Sarah Fallin and Administrative Assistant Paula Ragan.

**Welcome and Opening Comments-** Chair of the ASAB Committee, Tracy Carroll

Motion was made by Lisa Smith and seconded by James Kramer to approve the Proposed Agenda dated May 17, 2006. **VOTE:** Unanimous

Motion was made by Ross Oglesbee and seconded by James Kramer to approve the minutes dated March 15, 2006. **VOTE:** Unanimous

**Unfinished Business-**

Bob Marotto gave an update on vacancies and re-appointments for the ASAB and its Standing Committees:

**ASAB:** There are currently two vacancies for positions previously held by Dr. Robert Schoppler and Ms. Jean Taylor. Also, Ms. Ross Oglesbee has announced that she will not be able to continue to serve on the committee after her appointed expiration date of June 30, 2006.

**Dangerous Dog Appeal Committee:** As a result of Dr. Schoppler's resignation, there are currently only two people on this standing committee (Pat Sanford and Jean Connerat-Levine). A Motion was made by Ross Oglesbee and seconded by Lisa Smith to appoint Dr. DeWana Anderson to the third position on this standing committee. **VOTE:** Unanimous

**Adoption Appeals Committee:** As a result of Ms. Oglesbee's decision to not be re-appointed to the ASAB, at the end of June there will only be two people on this standing committee. A motion was made by Lisa Smith and seconded by Ross Oglesbee to appoint Daniel Textoris as the third member of the Adoption Appeals Committee effective July 1, 2006 **VOTE:** Unanimous.

Ross Oglesbee provided a general overview of several recommended changes in the **The Adoption Appeals Guidelines**. Bob Marotto stated that the one specific change that was being brought back to the Board was to change the time frame for the Shelter Manager to render determination on the initial appeal that /s/he conducted—namely, to provide a two days for such a determination to be made (such that the fourth paragraph would read two business days instead of one business day). Also, the addition of an Adoption Appeal Request Form to the process and its inclusion as an appendix to the Guidelines was discussed.

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*A motion was made by Ross Oglesbee and seconded by James Kramer to add the change the request form and change the time frame to two business days. **VOTE:** Unanimous.*

***Animal Shelter Foster and Rescue Program Review:*** *Animal Shelter Director Joe Pulcinella described the review process that is being conducted for these programs. He indicated that the committee composed of Board members and staff was in the final stages of the foster review and should have the document ready for review and discussion at the next meeting.*

*Also, in this context it was noted that the Animal Shelter adoption process and program ought to be reviewed as part of the same process in which the foster program and rescue programs were being reviewed given that all were concerned with the placement of unredeemed or surrendered animals. It was agreed that this adjustment that it made sense to adjust the process of program review at the Animal Shelter in this way.*

***New Business-***

***ASAB Meeting Schedule-*** *Animal Services Director Bob Marotto proposed setting the schedule for the remainder of the year as follows: August 16, 2006, October 18, 2006 and November 15, 2006. Motion was made by James Kramer and seconded by Daniel Textoris. **VOTE:** Unanimous*

***Implementation of Chameleon's Pet Harbor-*** *Animal Services Director Bob Marotto gave a power point presentation of a new website called Pet Harbor that the Animal Shelter and Animal Control will be using starting June 1, 2006. The initiative is essentially oriented to getting records of animals in the shelter along with digital photos of those animals up on the Pet Harbor website. It is a website to provide a public access showcase of all animals in the shelter to provide quality service to the public both in their recovery of lost animals and their adoption of new animal companions for their household.*

***Guidelines for Animals in County Schools:*** *Animal Services Director Bob Marotto gave a verbal report regarding a conference call he and Dr. DeWana Anderson had with Dr. Rosemary, Orange County's Health Director, about the issue of animals in school. What they are proposing to the ASAB and the Health Board is that they jointly recommend to the school systems in the county that they develop some policies and guidelines for animals in schools and that services be offered by the Animal Services and Health Departments for such development.*

*More specifically, the ASAB considered the following: "The Animal Services Advisory Board recommends that the Orange County and Chapel Hill and Carrboro School Systems adopt policies or guidelines regarding animals in school. Our joint recommendation with the Orange County health Board is made with the understanding that there can be and are varied and substantial benefits to having animals in schools or as part of school programs or activities provided that they are properly managed. More specifically, we recommend the adoption of policies or guidelines to ensure the health and safety of students (as well as others such as school personnel), and the humane care and appropriate husbandry of animals that students encounter in the course of their schooling experience. In conjunction with our recommendation, we are providing some pertinent materials—for example, "Animals in North Carolina Schools: Guidelines for Visiting and Residential Pets and Other Animals"—and offering to have*

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appropriate staff from the Orange County Health Department and Animal Services Department assist in the adoption of policies or guidelines regarding animals in schools.” A motion was made to approve this recommendation by Daniel Textoris and seconded by Bonnie Norwood. **VOTE:** Unanimous.

***Staff Initiatives and Activities:*** Animal Control Manager Irene Paul presented and reviewed the rough draft of the Animal Control Division public education and outreach brochure. After initial discussion, Chair Tracy Carroll asked that any comments or changes be forwarded to Irene Paul for a final version of the brochure that would be presented for review and approval at the June ASAB meeting.

Also, Program and Volunteer Coordinator Sarah Fallin gave an overview of her most recent visits to the county schools introducing the Animal Services Department. She described the curriculum for this very successful program. She also indicated that she is working on planning next year program and that it is expected to Carrboro and Chapel Hill as well as Orange County schools.

***Review of Select Department Updates:*** Robert Marotto, Director, Animal Services Department, presented select department updates in a memorandum dated May 17th, 2006.

Motion was made by James Kramer and seconded by Daniel Textoris to adjourn meeting at 8:45 p.m. **Vote:** Unanimous.

***Next ASAB Meeting:*** Wednesday, June 21, 2006 at 6:30 p.m. in the Government Services Center Meeting Room at 200 Cameron St. in Hillsborough.