

***Animal Services Advisory Board (ASAB):
Approved Minutes for November 16, 2005, Meeting***

Present ASAB Members: Ross Oglesbee; Tracy Carroll; Bonnie Norwood; Daniel Textoris; Dr. Robert Schopler, Lisa Smith, James Kramer, Jean Taylor, Pat Sanford; and Moses Carey, Jr., Chair, Board of County Commissioners and Board Liaison to the Animal Services Board

Absent ASAB Members: Kristine Bergstrand and Jean H. Connerat-Levine.

Others in Attendance: Assistant County Manager Gwen Harvey; Animal Services Director Bob Marotto; Animal Shelter Director Joe Pulcinella; Animal Shelter Volunteer & Program Sarah Fallin; and Administrative Assistant Paula Ragan.

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

Motion was made by Jean Taylor and seconded by Moses Carey, Jr. to approve the Agenda Review dated November 16, 2005. VOTE: Unanimous

Motion was made by Jean Taylor and seconded by Ross Oglesbee to approve the minutes dated October 26, 2005. VOTE: Unanimous

Unfinished Business:

Select Chairs for the Dangerous Dog and Adoption Appeals Committees. Motion was made by Moses Carey, Jr. and seconded by Bonnie Norwood to designate Jean Connerat-Levine as the Chair of Dangerous Dog Committee and Ross Oglesbee as Chair of Adoption Appeals Committee. VOTE: Unanimous

Update on Adoption Appeals Committee Procedure. Ross Oglesbee described the work that the ASAB Adoptions Appeals Committee and staff did on developing policy and procedure for an appeals process of this kind. Motion was made by Moses Carey, Jr. and seconded by Ross Oglesbee to send out appeals guidelines by Friday, November 18, 2005 with changes, if anyone with additional changes or comments reply via email to Ross Oglesbee. Ross will then make any other changes necessary and then the Adoption Appeals Committee will meet again to review before presenting them to the Board Members at the next ASAB meeting. VOTE: Unanimous

Review of Dangerous Dog Appeal Hearing. Animal Services Director Bob Marotto described the process and content of the first hearing conducted by the ASAB Dangerous Dog Appeal Committee.

Review of Draft Organization Chart for the Animal Services Department. Animal Services Director, Bob Marotto presented four interrelated charts describing the organizational structure of the new Animal Services Department. The first chart showed the location of the Department within County government and the County; the second showed the organization of the Animal Control Division; the third showed the organization of the Animal Shelter Division; and the fourth showed the various programs offered through one or both of the Department's major divisions.. Motion was made by Daniel Textoris and seconded by Ross Oglesbee to accept the charts and at a later date review the various programs in terms of factors such as their relative priority, what does each entail, what resources are required for different programs, etc. VOTE: Unanimous

Animal Services Advisory Board (ASAB)
Approved Minutes for November 16, 2005, Meeting
Page 2

New Business:

2006 Meeting Calendar. Motion was made by Daniel Textoris and seconded by Ross Oglesbee to meet once a month for the first six months starting January 2006 at alternating sites in the north and south of the County and to begin ASAB meetings at 6:30 p.m. VOTE: Unanimous. (Attached is the schedule for the first six months of 2006).

Animal Services Brochure and School Outreach. Sarah Fallin, Animal Services Volunteer and Program Coordinator reviewed a new brochure describing the Animal Services Departments, its primary division and services. Ms. Fallin also discussed worked she and others were doing in planning a school education program done in teams involving an Animal Control Officer and Shelter staff member or volunteer.

Review of Select Department Updates. Bob Marotto, Director Animal Services Department, presented select updates on activities and developments occurring since the last ASAB Meeting.

Animal Shelter Design. ASAB members and staff generated a working list of desirable design feature the County's new Animal Shelter (or Animal Services Center). (Attached is the list of suggestions for facility design.)

Informal Discussion: ASAB members and staff briefly discussed rabies control and related issues such as the number of positive tests, seasonal variations in the incidence or rabies, oral vaccine and its use in local as well as regional rabies control programs, etc. .

Motion was made by Robert Schoppler and seconded by Ross Oglesbee to adjourn meeting at 9:15 p.m.

Next ASAB Meeting: Wednesday, January 18, 2006 at 6:30 p.m. in the Southern Human Services Meeting Room A&B, Homestead Road Chapel Hill

***Orange County Animal Services Advisory Board:
January.-June 2006 Meeting Schedule***

- January 18th, 2006, 6:30-8:30 p.m., Southern Human Services, Meeting Room A/B
- February 15th, 2006, 6:30-8:30 p.m., Government Services Center, Conference Room
- March 15th, 2006, 6:30-8:30 p.m., Government Services Center, Conference Room
- April 19, 2006, 6:30-8:30 p.m., Government Services Center, Conference Room
- May 17, 2006, 6:30-8:30 p.m., Southern Human Services, Meeting Room A/B
- June 21, 2006, 6:30-8:30 p.m., Government Services Center, Conference Room

Orange County Animal Services
Orange County Animal Services Department
=
Animal Shelter Design Features:
A Working List

On November 16th, 2005, the Animal Services Advisory Board spent time identifying some of the desirable features for the County's new Animal Shelter (or Animal Services Center). The following ideas were generated through this discussion to inform the design process for the County's new facility:

- Nice Lobby (sitting area, displays, inviting)
- Canopy Area
- 2 separate buildings-intake/adoption center
- Pond, walking paths
- Surgical Room
- Lost/Found Wall
- Large Conference Room to accommodate advisory board meetings, volunteer orientations and appeals
- Architecturally distinctive
- Storage Areas
- Absence of window coverings
- Area to disinfect trucks
- Temperament Testing Room
- Epoxy floor/seamless
- Euthanasia room
- Tag Kiosk
- Cat colony adoption room
- Kitten Nursery
- Air flow/sep air
- More spickets
- Night Deposit
- Larger Laundry Room
- Sanitary Disposal
- Employee break room/lockers
- Meet and Greet Area (cat/dogs)
- Outdoor area
- Distinctive landscaping
- Barn
- Grooming Room