

**Animal Services Advisory Board (ASAB)
Approved Minutes for September 16, 2009 Meeting**

Present ASAB Members: Jean Austin, Susan Elmore, Kris Bergstrand, Suzanne Roy, Dewana Anderson and Michael Nelson.

Absent ASAB Members: Daniel Textoris, Rob Gray, Bonnie Norwood, and Tracy Carroll

Others in Attendance: Animal Services Director Bob Marotto, Shelter Manager Jess Allison, Office Supervisor Paula Ragan, Animal Control Manager Irene Phipps and Program Coordinator, Sarah Fallin

Public Members Present: Elizabeth Overcash and Phil Poythress

Welcome and Opening Comments—ASAB Chair, Susan Elmore, called the meeting to order.

Motion was made by Jean Austin and seconded by Kris Bergstrand to approve the Agenda dated September 16, 2009. **VOTE:** Unanimous.

Motion was made by Kris Bergstrand and seconded by Jean Austin to approve the minutes dated August 19, 2009. **VOTE:** Unanimous

General Public Comment—None

Appreciation Awards—Sarah Fallin and Susan Elmore presented certificates of appreciation to Ms. Elizabeth Overcash and Mr. Phil Poythress for volunteering their time to help improve our service. Ms. Overcash has been volunteering with the shelter for years and has helped to increase the number of volunteers through her involvement as Chair with Helping Paws. Mr. Poythress cleared, donated gravel and completed the dog-walking trail so that our volunteers have a dedicated area to walk the dogs each day. Staff at Animal Services and the board members greatly appreciate all of their contributions to the department.

Old Business—

Potentially Dangerous Dog Appeals Committee—None to report this month

Dangerous Dog Task Force—Jean Austin announced that there is a general consensus to put off making and discussing the proposal until October due to one of the task force members being out due to medical reasons.

Placement Partner Committee—Bob Marotto announced that the committee is still planning on getting to the tasks at hand in the next couple of months.

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World Rabies Day— Sarah Fallin announced that there would be two rabies clinics this month, one at the Government Annex Center in Hillsborough and one here at the Animal Services Center. Flyers have been distributed in both English and Spanish to the community. Pre-veterinary students will be volunteering at both clinics. Andi Morgan has updated the “Protect Your Pets” posters to reflect the new NC General Statutes which address prevention and control of rabies that come into effect on October 1, 2009. In addition to the posters, Bob Marotto and Rosemary Summers with the Health Department sent out a letter to all local veterinary clinics to help increase awareness about the upcoming changes. This is a combined effort to increase education and promote the prevention of rabies to the people and pets in our community

Placement Partner Committee—Kris Bergstrand and Suzanne Roy gave an update on the Strategic Plan for Proactively Managing Pet Overpopulation. It is the same document in a revised format that was sent out prior to today’s meeting for review by board members. It was recommend by the board liaison that the proposal be reviewed with the County Attorney before going forward to the Board of County Commissioners. Motion was made by Suzanne Roy and seconded by Kris Bergstrand to adopt the proposal with minor edits and to proceed in general terms to present to the managers to be shared with the BOCC in an appropriate manner. ***VOTE: Unanimous***

New Business—

Statistical Summary—Jess Allison gave an overview of the August statistical summaries. The numbers in August are consistent with July numbers.

Rabies Update—Irene Phipps reported that there were a total of 145 animals picked up in August. More citizens are coming in to the facility to drop off animals and this is an opportunity to help educate the citizens about animal care and the importance of spay/neutering. Ms. Phipps reported that there were 2 positive rabies cases last month, both were bats. There have been a total of 12 positive rabies cases this calendar year. So far this year there have been a total of 631 animals vaccinated at the low cost rabies clinics, 427 dogs and 204 cats.

ASAB Vacancies—Paula Ragan gave an update on the vacant positions, Rachel Beckham who was in the number 4 position of the board announced her resignation in August; Ms. Beckham accepted a job in Raleigh. Ms. Ragan was notified by the clerk’s office that another board member, Bonnie Norwood, would be taking some time off due to an illness, but would like to continue to serve on the board. In light of information from the Clerk’s Office about ASAB vacancies and recent BOCC actions, ASAB members posed questions regarding how the appointment process does and should work.

Commissioner Nelson explained that the ASAB should receive a list of applicants from the clerk's office and then invite applicants to a board meeting, answer questions and give them the opportunity to see how the board works. The Animal Services Advisory Board Committee "will then make a recommendation to the commissioners". Commissioners do not always take the recommendations but most of the time they do. Mr. Marotto will contact the Clerks' office to inquire about the process for new appointments.

Placement Plan—*A calendar for September is being distributed as an informational tool; if members have any questions they will be answered.*

Informal Discussion—

Bob Marotto announced that Administrative Assistant Laverne Williams has exercised her right to file for early retirement. A request to extend her retirement date to the end of December 2009 has been submitted to the County Manger for review.

Budgetary Issues—*Mr. Marotto reminded members that there is a freeze on all non-critical positions for hiring for the whole fiscal year. We are not certain that we will be able to fill Laverne's' position; there is a request process that we can submit but there are no guarantees that it will be approved, all requests are on a case-by-case basis. Mr. Marotto also announced that Animal Care Technician, Sarah Bennett was promoted to a Healthcare Technician position. We did submit a request to Human Resources for the vacated Animal Care Technician position and it was granted. We are in the process of filling that position now.*

Coyotes—*Mr. Marotto reported that we have been dealing with concerns about coyotes originated by complaints from a person that had an encounter while walking her dog near Southern Human Services, on the edge of the UNC forest. The coyote was tolerant and closed the distance between dog and the human. This generated some concerns and discussion with the university. There are signs posted in the forest and further discussions have occurred with the Wildlife Commission Officer, the University of North Carolina and the Town of Chapel Hill. At this time it seems like the problem has been abated. UNC is still interested in having a discussion and learning more about the situation and any concerns. Chief Hutchinson of the Carrboro Police Department has also had concerns about possible coyotes in the Carrboro area. A meeting is scheduled in September to share information and to see if this is a general concern for people and what issues there are and how to address them.*

Motion was made by Kris Berstrand and seconded by Suzanne Roy to adjourn the meeting at 8:00 p.m. VOTE: Unanimous.

Next ASAB Meeting: *Wednesday, October 21, 2009, at 6:30 p.m. in the Multipurpose Conference Room at the Animal Services Center, 1601 Eubanks Road, Chapel Hill.*