

ANIMAL SERVICES ADVISORY COMMITTEE (ASAC)

MEETING MINUTES

Thursday, February 2, 2023

Office of Animal Services

7315 Muncaster Mill Road, 2nd Floor Conference Room

Derwood, MD 20855

I. Call to Order

6:59 p.m.

Meeting called to order by Melissa Rubin, Chair

Present In-Person: Melissa Rubin, Chair, Jennifer Hughes, Parliamentarian, Jan Armstrong, Dr. Roxanne Borrok, Linda McMakin, Beth Mullen, Vicki Thomas, Sandra Yuen, Thomas J. Koenig, Dr. Gregory Lawrence, and Bonnie White.

Present via Phone: Maureen Smith

Absent: Stephanie Arrington, Vice Chair

Staff: Trish Ranshaw

Handouts: 3 Working Groups (a working document) with ASAC's Draft Priorities and Sub Bullets (Revised Jan. 27, 2023); and a document created by Office of Animal Services (OAS) Leadership Management Team - Office of Animal Services Strategic Plan (09-22-22). This is a continual working document by the OAS Team for an ever-evolving processes for the betterment of shelter operations.

II. Review and Approve January 12, 2023, Meeting Minutes

Review Meeting Minutes - **Motion by Melissa Rubin to approve Minutes, 2nd by Jan Armstrong Vote - Approved**

III. New Working Groups and Priorities – Melissa Rubin

7:05 p.m.

All members in favor and agreed to break out the working groups into three groups recognizing there'll be overlaps. The priorities are not set in stone; is a working document; and members can continue to identify issues they want to address.

After Committee discussion, see attached Amended Three Working Groups document.

Sandy Yuen, Chair of the Animal Services Working Group, Staff members: Spencer Kelly and Faith Koleszar; Vacant, Chair for Field Services and Community Cats Working Group, Staff members: Maria Anselmo, Jeanette Wright and/or Thomas Ingle; Dr. Borrok Chair, Veterinary Working Group, Staff members, Katy Winston, and Dr. Lawrence. Melissa Rubin asked that the groups meet once per week via Teams Meeting (To be set up by OAS staff). Every group to set their priorities and report updates to the Committee at the next ASAC meeting. **Motion by Jennifer Hughes to approve the Three Working Groups, 2nd by Melissa Rubin, Vote - Approved**

IV. Update on New Website – Tom Koenig

7:35 p.m.

Newly created ASAC website (owned and designed by the County) was reviewed and discussed for any changes and who will maintain said site. This is a County website and can only be maintained by a county employee - Brooke Ciardi with OAS will manage and maintain the website. A "Working Group Tab" will be added to the site. Once this site is up and running: the public will be able to view the entire site and tabs and will soon be able to download ASAC approved minutes, agendas, and documents. Link(s) will be added to join ASAC monthly meetings and other resources such as laws, bills, pet care, etc.

- V. Update on Spay/Neuter Proposal – Tom Koenig** **7:45 p.m.**
Tom Koenig stated he spoke with Fariba Kassiri, Deputy Chief Administrative Officer, regarding issues around spay/neuter fees being implemented by MCSNIP for owned cats and dogs. Tom Koenig stated that he and Bonnie White met with OMB earlier on 2/2/23 and spoke about their recommendations regarding fees. Mr. Koenig noted that he and Ms. Kassiri agreed that no fees should be charged for the spay/neuter services. The Committee members discussed MCSNIP’s target and definition of the term “community cats” with a goal of ensuring that all cats are included in MCSNIP’s spay/neuter proposal.
- VI. Other Updates** **7:51 p.m.**
Tom Koenig gave an update on the County’s and OAS’ extreme weather emergency plans that go into effect when extreme cold or hot weather occurs: There are multiple issues pursuant to Executive Regulation 17-17, Section 4.0. The County Emergency Weather Plan defines conditions for cold/hot weather emergencies to include hyper- and hypo- thermia conditions. Tom Koenig informed the committee of an Emergency Management Group in the County that meets to discuss what plans will go into effect, to include notifications to the public regarding things like keeping pets indoors, persons stay indoors, check on neighbors, and cooling and warming centers, etc., during extreme weather emergencies. These include public broadcasts and radio announcements and alert notifications posted on County and Departmental websites. Tom Koenig stated that other efforts include instructing officers to patrol their assigned Districts focusing on known problem areas where repeated incidents occur, and staff notify all licensed Fanciers via email and phone calls.
- VII. Public Comment By:** **8:05 p.m.**
Susan Rich and Bruce Cohen
- VIII. Other Business** **8:13 p.m.**
Tom Koenig stated that OAS sent a Bill to the County Execs Office that requires veterinarians to report rabies vaccinations to OAS and to one day have the State drop the restriction to use this information for pet licensing. This Bill has been presented before and addressed to the Public Officer. Tom Koenig also discussed a second Bill – Community Cats, to address and relax language in Chapter 5 to support TNR and address impacts on community cats. The relaxed language was supported by national organizations such as HSUS and Alley Cat Alleys as well as local non-profits such as Metro Ferals, MC C3, MCPAW and FMCA. This Bill addresses ownership, microchips, rabies vaccines, and care takers supporting feral cat colonies. Tom Koenig stated that the group who worked on this looked at other jurisdictions who had recently changed or created new community cat laws. **Motion made by Jennifer Hughes that the Committee send one letter to the CE containing the two pieces of legislation (above-mentioned Bills by T. Koenig) that need to move forward to the County Council for introduction and action. 2nd by Dr. R. Borrok, Vote - Approved**
- IX. Meeting Adjourned** **8:21 p.m.**
Motion by Jan Armstrong to adjourn meeting
2nd by Dr. Roxanne Borrok
All in favor
Approved