

**FINAL / Minutes of the Animal Welfare Committee
Davis Hall, City of College Park
January 22, 2015**

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Taimi Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suzie Bellamy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Patti Brothers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vivian Cooper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Betty Gailes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harriet McNamee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Christine Nagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dave Turley	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Christiane Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cindy Vernasco	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Co-Chair McNamee called the meeting to order at 7:08 p.m.

I. Approval of Meeting Minutes

Motion: To approve the November 20, 2014 Animal Welfare Committee meeting minutes (there was no December meeting):

Moved: Ms. Gailes
Aye: Unanimous

Second: Co-Chair McNamee
Nay: 0 **Abstain:** 0

II. Shelter/Adoption Report

Adoptions: 10 cats
Foster: 2 cats
Shelter: 2 cats
Petco: 2 cats

The shelter will be cleaned and disinfected; many items will be purged, and the supplies will be organized in a more efficient manner. An annual cleaning, possibly by a cleaning company, was discussed. However, the drainage will be a problem. ACO Cooper suggested installing shelving, and she will purchase new cages for the shelter. Ms. Gailes suggested writing directives on where shelter items are located.

All members have received the February shelter schedule and are in agreement.

Motion: Ms. Gailes will train residents who volunteer at the shelter.

Moved: Co-Chair McNamee
Aye: Unanimous

Second: Ms. Brothers
Nay: 0 **Abstain:** 0

III. ACO Update

The AWC account balance is \$9,930; veterinary service expenditures total \$2,699; the balance for animal control cost recovery is \$2,400.

IV. Reimbursement

Motion: To reimburse Ms. Brothers in the amount of \$50.20 for the purchase of kitty litter.

Moved: Ms. Gailes
Aye: Unanimous

Second: Co-Chair McNamee
Nay: 0 **Abstain:** 0

V. Pet CPR Class

There was a discussion of a Pet CPR course at a cost of \$25 per person (CPR certifications are \$75 per person through the Red Cross) in collaboration with New Carrollton. Mr. Chris Superville, New Carrollton Animal Control Officer, is the organizer of this effort, and Councilman Hew is excited about having a cooperative event between the two municipalities. Chair McNamee agreed with the idea of a pet CPR course, but not as a collaborative effort. She will check with Mr. Superville for more information.

VI. Tour of Anne Arundel County (AAC) SPCA Shelter

A tour of the AACSPCA shelter will be scheduled for interested AWC members (i.e., Co-Chairs Nagle and McNamee, Ms. Anderson, Ms. Brothers, Ms. Gailes, and Ms. Williams) on a Saturday; the facility is located in Annapolis. Ms. Gailes will contact the facility to schedule a visit for either the third or fourth Saturday in February.

VII. Review of Printed AWC Materials

Ms. Anderson brought the printed materials for distribution for AWC members to review, and it was agreed that many were outdated. Ms. Williams was informed that new material will be available for distribution in time for the Hollywood Farmer's Market.

VIII. Community Animal Rescue Team (CART)

A Greenbelt volunteer, Ms. Kris White, would like to have a four-city initiative on disaster planning and CART. ACO Cooper will be attending a meeting at the University of Maryland next month by Sarah Balcolm, an emergency management veterinarian, who is teaching a course on campus. Ms. Balcolm would like to have a contingency of people on campus who would be called on to take action in the event of an emergency. The AWC is not interested in participating in CART at this time.

IX. Other Business

- Ms. Gailes will serve as Volunteer Coordinator and will call residents who contact the AWC through Facebook to volunteer. Co-Chair Nagle will do the Facebook updates.
- The monthly AWC meeting will be held at Davis Hall beginning in February 2015.

- The Hollywood Farmer’s Market will begin on April 25, and new/updated AWC material will be available for distribution. Ms. Williams suggested that the AWC inform residents at least 3 weeks in advance of microchipping or other activities that will be take place at the Market.
- ACO Cooper (as ACO/Department Head) will be listed as the contact person on the AWC tax ID form.
- Ms. Anderson has contacted all of the adoptees from the past 1½ years, and they are all satisfied with no issues.
- ACO Cooper will attend an Animal Sheltering Expo in New Orleans from March 30-April 4, 2015. She requested input regarding whether the AWC will cover the shelter during her absence or if she should contact the Code Enforcement Officer, Mr. Billy Dildine, to cover the shelter on his available days. Although Ms. Brothers volunteered coverage by AWC members, Co-Chair Nagle expressed her appreciation that the AWC was informed in advance; however, she suggested that the decision for coverage by AWC members should be a joint decision. Co-Chair McNamee referred to a previous AWC meeting attended by Mr. Ryan regarding shelter coverage. The secretary read from the April 24, 2014 meeting minutes, as follows: “He [Mr. Ryan] also informed AWC members that the Code Enforcement Officer, Mr. Dildine, can also assist with animals in the shelter, when needed, in addition to the volunteers.” ACO Cooper will submit a request for Mr. Dildine to provide coverage, which must be approved by his supervisor.
- The City Council has requested a discussion with all Chairs of Boards and Commissions in February to review the resolution and charter for each organization. There will also be questions about how the AWC is functioning and what can be done to increase recruitment. Co-Chair Nagle suggested this discussion as an opportunity to discuss shelter coverage by the City.
- ACO Cooper reported that her key to Davis Hall has been requested, but there has been no followup. The City will have to schedule another staff member to open and close the building if the issue is not resolved by the February AWC meeting.
- Mr. Ryan stated that funds must be budgeted to translate documents and forms into Spanish. In addition, there is no translation app or widget on the City website. Ms. Gailes agreed to have the adoption application and contract translated by fluent Spanish-speaking people she knows.
- Ms. Anderson returned the metal cash box and replaced it with one made of light-weight plastic.

Motion: To give the AWC metal cash box to Ms. Gailes
Aye: Unanimous **Nay:** 0 **Abstain:** 0

X. Adjournment

The AWC meeting adjourned at 8:30 p.m. The next AWC meeting is scheduled for February 26 at 7:00 p.m. at Davis Hall.