

## Council Meeting Staff Report

September 4, 2018

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**Agenda No.:** 1)  
**Indexes (Council Goals):**  
**Presenters:** County Council - Regular Session  
**Legislative File:** 11079-18

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### Title

Appointment of Members to the Animal Shelter Advisory Committee

### Recommended Action

**I nominate Jennifer Young, Julie Bremser, Wendee Brunish, Sara Blaisdell, Melissa Bartlett, Mary Timmers, Sylvia Hush, Sally Wilkins, Linda Zwick, Jane Lataille, Wendy Marcus and Janice Barnes to fill the seven vacancies on the Animal Shelter Advisory Committee and move that Council appoint seven nominees to the vacant position(s) as follows:**

**By roll call vote, Councilors vote for seven nominees and the seven with the highest vote total of four or more be appointed to fill the 540 day term.**

### County Manager's Recommendation

The County Manager recommends that Council appoint the recommended members of the Animal Shelter Ad Hoc Advisory Committee as requested.

### Body

Council's action on July 31, 2018, in approving the Animal Shelter Ad Hoc Advisory Committee Charter, directed staff to solicit volunteer community members to serve on the Animal Shelter Ad Hoc Advisory Committee, functioning as an advisory body to the County Council for the purpose of working with assigned County staff and advising the County Council on the organizational structure of the Animal Shelter, the appropriateness of the Shelter policies and procedures, and other issues that the Committee and County staff determine are material to the organization and operation of the Animal Shelter.

The Charter (shown in Attachment A) defines the purpose, scope of work, representation, and member term among other items. The highlights of the Charter are:

- Committee is initially chartered for not more than 540 days.
- Committee will be comprised of seven volunteer community members
- Members will elect a Chair and Vice Chair and will meet not less than monthly
- The Committee shall report to Council within six (6) months describing the current operational structure, providing high-level cost estimates for operational structures including the current structure, and recommending what type of organizational structure best meets high standards for the humane treatment of animals while providing a high-level of service to the citizens of the County.
- Subsequent to that report, and within six (6) months, the Committee shall report to Council regarding a review of current policies and practices, a recommendation of policies and practices that best meet high standards for the humane treatment of animals, a high-level cost estimate for recommended policies, a recommendation regarding relationships with other shelters, a review of current Shelter services offered, a recommendation on what services should be offered, and a high-level cost estimate for recommended services.
- Should the Committee have concerns about the Shelter that are not addressed in the Scope of

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Work, the above reports should inform the Council of those concerns.

The openings of the Animal Shelter Ad Hoc Advisory Committee was advertised widely. Twelve (12) letters of interest were received by the deadline and are in Attachment B. Upon Council appointment, the first meeting will be held the week of September 17, 2018 at which time a Chair and Vice Chair shall be elected. A meeting schedule will then be established with the Committee meeting not less than once a month.

**Attachments**

A - Animal Shelter Advisory Committee Charter

B - Letters of Interest Received