

ANIMAL SERVICES ADVISORY COMMITTEE (ASAC)

MEETING MINUTES Thursday, June 6, 2024

Office of Animal Services
7315 Muncaster Mill Road, 2nd Floor Conference Room
Derwood, MD 20855

I. Call to Order

7:00 p.m.

Meeting called to order by Jennifer Hughes.

Present In-Person: Jennifer Hughes, Interim Acting Chair; Vicki Thomas, Vice Chair; Kim Haden; Caroline Hairfield, OAS Director; Spencer Kelly, Acting Deputy Director; Dr. Gregory Lawrence, Chief Vet; and Bonnie White, Business Operations Manager.

Present Virtually via Microsoft Teams: Elizabeth Mullen, Maureen Smith, and Sandy Yuen.

Absent: Jan Armstrong and Melissa Rubin.

Staff Present In-Person: Trish Ranshaw.

Handouts:

- 6/6/24 Agenda
- 4/4/24 Meeting Minutes

II. Review and Approve 4/4/24 Meeting Minutes

7:02 p.m.

Motion by V. Thomas to approve minutes, 2nd by M. Smith. Vote – Approved by all.

III. OAS Updates, Director Caroline Hairfield

7:03 p.m.

Director Hairfield presented and went over end of year statistics (covers July 2023 – June 2024), 2025 budget, and staffing realignment.

Specific end of year statistical topic areas included: numbers euthanized, owner requested euthanized, licenses processed, forensic necropsies, surgeries, exams, and calls. Director Hairfield stated that statistics were tied to the strategic plan, she is trying to get everything, and new positions aligned.

Regarding the FY25 budget, one veterinary technician was approved. Two positions were identified for the veterinary technician position, and another person was temporarily promoted to veterinary technician. Big dogs are causing a backup/backlog, and now vet techs are cleaning kennels who should be in surgery suites.

Plan for the 1st year is to set target dates and see how things go. Per Dr. Hairfield, there are a lot of important things that they are working on, including: OAS's image in the community, water for volunteers, and towels for everyone to keep cool.

IV. Canine Influenza Update – Dr. Gregory Lawrence, Chief Vet 7:39 p.m.

On April 20, 2024, a stray dog admitted to the shelter. Two days later, this dog started showing clinical signs consistent with an upper respiratory infection. The dog was moved to the vet suite for treatment. At that time there were no other cases in the shelter. On April 25, a second dog began to show similar clinical signs. Diagnostic testing and treatment we initiated. Four days later test results showed canine influenza. By April 26 we had nine cases, and the virus began to spread at an exponential rate. The entire public side of the building was isolated, measures were put in place to prevent spread to unaffected areas. This specific strain of canine influenza is potentially contagious for 28 days from the onset of clinical signs and is extraordinarily contagious. While all dogs in the affected areas of the building contracted the virus, only five became sick enough to require medical intervention, all made a full recovery except one geriatric dog with multiple co-morbidities that made this dog particularly susceptible. The isolation protocols implemented achieved it intended goal and there were no viral transmissions outside of the affected areas. This is a testament to the hard work and dedication of the shelter staff and volunteers who came together under challenging circumstances, worked as a team to contain this virus. For comparison, other shelters dealing with similar situations have struggled with this virus 6-9 months or longer. OAS was able to contain and eliminate it in about 3 months and return to normal operations.

Shelter Updates – Spencer Kelly, Acting Deputy Director, & Dr. Gregory Lawrence 7:47 p.m.

OAS took many steps to take care of animals that would have normally been admitted to the shelter, including increased foster, asking people to care for their pets a bit longer, having the officers deal with animals out in the community rather than bringing them in automatically.

Furthermore, the lessons learned during the canine influenza outbreak have informed a number of policies and practices moving forward and may help in keeping the shelter from being overcrowded.

V. Update on Implementation of Maddie’s Fund Recommendations – Spencer Kelly, Shelter Manager 8:10 p.m.

Update topics included: Friendly Finders/fostering, the animal status system, OAS’s partnership with the PetSmart Charities Program, the cat rooms, PetData, the HEART partnership, and Good Dog U – Good Pop U.

VI. Code of Conduct & Expectations – Director Caroline Hairfield 8:19 p.m.

Director Hairfield discussed the need for a code of conduct and will email a draft copy to everyone once she has it completed.

VII. Committee Vacancies and Committee Officers 8:30 p.m.

Discussion topics included: the lack of movement (from the County Executive’s office) on ASAC vacancies and the need to determine the status of applications that have been received. Additionally, there is another ASAC resignation by Melissa Rubin that did not appear to have been officially recorded yet. Director Hairfield will follow up with the County Executive’s office.

Given the continued vacancies, ASAC also discussed whether Jennifer Hughes should continue as Interim Chair. **Motion by Kim Haden for Jennifer Hughes to continue as Interim ASAC Chair for the foreseeable future until the vacancies are more fully resolved, 2nd by Vicki Thomas. Vote – Approved by all at 8:37 p.m.**

VIII. Public Comment By

Alan Cohen

8:39 p.m.

Bruce Cohen

8:40 p.m.

Stephen Roznowski

8:42 p.m.

Susan Rich

8:45 p.m.

IX. Meeting Adjournment

8:54 p.m.

Motion by Kim Haden, 2nd by Vicki Thomas. Unanimous vote: All in favor. Approved.