

ANIMAL SERVICES ADVISORY COMMITTEE (ASAC)

MEETING MINUTES

Thursday, September 5, 2024

Meeting Held Virtual via Microsoft Teams

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 Virtually via Microsoft Teams:** Jennifer Hughes, Interim Acting Chair; Vicki Thomas, Vice Chair; Beth Mullen; Maureen Smith; Kim Haden; Caroline Hairfield, OAS Director; and Bonnie White, Business Operations Manager.
- Absent:** Sandy Yuen, Jan Armstrong, and Dr. Lawrence.
- Staff:** Trish Ranshaw.
- Emailed Handouts:**
9/5/24 Agenda
8/1/24 Draft Meeting Minutes
ASAC's July 2024 Annual Report
- II. Jennifer Hughes moves to approve August 1, 2024 Meeting Minutes** **7:05 p.m.**
1st Kim Haden, 2nd by Vicki Thomas
Approved by all.
- III. Jennifer Hughes moves forward to accept friendly amendments to ASAC's July 2024 Annual Report which include** Maureen Smith's edits, J. Hughes to correct home in to hone in, and add to position area, "Ultimately, have one vet tech and four additional ACA's", and correct any typos that may have been missed. Jennifer will forward the final report to Caroline Hairfield who will send to the County Executive and County Council.
Friendly amendments accepted. 1st by Kim Haden; 2nd by Maureen Smith.
All in Favor with friendly amendments.
- IV. Next ASAC Meeting to be held on Thursday, November 7, 2024, at 7:00 p.m.**
- V. Meeting Adjourn** **7:17 p.m.**
1st by Kim Haden, 2nd by Maureen Smith. All in favor to adjourn.