

Commissioner ^{Here} ~~Chandler~~ - moved adoption of the following Resolution:

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF EAGLE, STATE OF COLORADO**

RESOLUTION NO. 2016-070

**RESOLUTION CREATING THE ANIMAL SERVICES ADVISORY COMMITTEE,
APPOINTING COMMITTEE MEMBERS AND ESTABLISHING BYLAWS**

WHEREAS, Eagle County provides animal sheltering and control services to maintain a safe community, protect public health, deliver care to stray and unwanted animals in need, and promote responsible pet ownership through outreach, education and enforcement; and

WHEREAS, the Eagle County Board of Commissioners (the "Board") recognizes the value of greater understanding of the community's needs and expectations with regard to animal sheltering and services and seeks greater connection to those with a passion for and knowledge of animal care; and

WHEREAS, the Board has experienced great success and places significant value on the contributions of other Eagle County advisory committees in creating a better Eagle County for all.

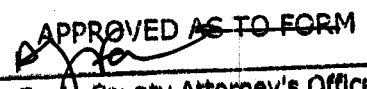
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF EAGLE, STATE OF COLORADO:

THAT, the Board of County Commissioners hereby establishes the Animal Services Advisory Committee to make recommendations to the Board on policies, practices, programs and priorities in animal sheltering, animal control and other related services while developing and strengthening community and partner relationships; and

THAT, effective the date of this Resolution, the Board of County Commissioners hereby appoints to membership on the Animal Services Advisory Committee the individuals listed in Exhibit A, attached hereto; and

THAT, the Board of County Commissioners hereby approves and adopts the bylaws of the Animal Services Advisory Committee, attached hereto as Exhibit B; and

THAT, this Resolution is necessary for the public health, safety and welfare of the citizens of the County of Eagle, State of Colorado.

By:  APPROVED AS TO FORM
Eagle County Attorney's Office
By: _____
Eagle County Commissioners' Office

MOVED, READ AND ADOPTED by the Board of County Commissioners of the County of Eagle, State of Colorado, at its regular meeting held this 30 day of Aug, 2016.

COUNTY OF EAGLE, STATE OF
COLORADO, By and Through Its
BOARD OF COUNTY COMMISSIONERS

ATTEST:

TRACY SIMONSON
Clerk to the Board of
County Commissioners
By: ~~_____~~ - Deputy

By: J. McQueeney
Jeanne McQueeney
Chair

Jillian H. Ryan
Jillian H. Ryan
Commissioner

Kathy Chandler-Henry
Kathy Chandler-Henry
Commissioner

Commissioner LYAN seconded adoption of the foregoing resolution. The roll having been called, the vote was as follows:

Commissioner McQueeney	<u>Aye</u>
Commissioner Ryan	<u>Aye</u>
Commissioner Chandler-Henry	<u>Aye</u>

This resolution passed by 3/0 vote of the Board of County Commissioners of the County of Eagle, State of Colorado

EAGLE COUNTY ANIMAL SERVICES ADVISORY COMMITTEE APPOINTEES

Per Eagle County's application process and the results of candidate interviews with the Board of County Commissioners, the following individuals are appointed to the Animal Services Advisory Committee. Members will have either a one, two or three year term to stagger potential vacancies in the future. Following the first term for committee members, all terms will be three years.

1-Year Term

Christine Labadie

Tracy LeClair

Stephen Sheldon

2-Year Term

Cathy Vito

Evelyn Pinney

Sarah Ashworth

3-Year Term

Julie Helm Alt

Alisa Santiesteban

Gabe Shalley

EAGLE COUNTY ANIMAL SERVICES ADVISORY COMMITTEE BYLAWS

I. Name

The name of this committee shall be The Eagle County Animal Services Advisory Committee (hereinafter referred to as the "Committee").

II. Purpose

The purpose of the Committee shall be to function as an advisory board which duties shall include, but are not limited to:

- a. Make recommendations to the Eagle County Board of County Commissioners (hereinafter referred to as the "Board") regarding policies, practices, programs and priorities in animal sheltering, animal control and other services. Areas of consideration include sanitation, medical health and physical well-being, behavioral health, housing of animals, animal handling, animal transport, population management, spaying and neutering, euthanasia, facility improvements and public health.
- b. Develop and strengthen relationships with local, regional and national animal welfare organizations/non-profits, governmental partners who contract for services with Eagle County, and the greater community.
- c. Provide input and feedback to staff with key initiatives and programs that could include, but are not limited to, the animal shelter's volunteer program, foster program, trap/neuter/release program, capital improvement prioritization, licensing program, and animal control operations and resolution/ordinance standardization for contracted towns.
- d. Assist in addressing community concerns, complaints and requests regarding animal sheltering and animal field services.

III. Committee Members

- a. The Committee shall consist of nine (9) members, who shall be full-time residents of Eagle County and shall be appointed in the following manner:
 1. Applications will be solicited when vacancies occur. Applicants should have an interest in animal care and welfare. Skills, knowledge and aptitude, along with professional and personal experience in animal care and welfare is valued, but not required. This could include experience with veterinary care, animal rescue or welfare organizations, animal training or law enforcement. Committee members should be committed to creating a constructive organizational structure that makes substantive and positive contributions to Eagle County's animal shelter and services in the

community. Committee members are expected to serve as a positive connection between the Eagle County Animal Shelter and Services and the community.

2. Following the conclusion of the application period, the Board will review applications, conduct interviews and select Committee members.
3. Members shall serve at the pleasure of the Board.

IV. Terms

Members of the Committee shall serve staggered three year terms. When a person is appointed to complete the term of a departing member, that person's term shall end at the time the departing member's term would have ended. The Board shall identify a term of each member at the time of appointment and members may be reappointed to successive terms. Members shall not be compensated for services, but may be reimbursed for expenses actually incurred in the performance of their duties according to Eagle County policy.

Upon creation of the Committee, members will have either a one, two or three year term to stagger potential vacancies in the future. Following the first term for committee members, all terms will be three years. Members will be limited to three terms of consecutive service.

V. Officers

Officers will be selected by a majority vote of the Committee. Officer positions include:

- a. Chairperson: It shall be the responsibility of the Chairperson to preside at all Committee meetings and to coordinate with staff on agendas for all regular and study meetings of the Committee.
- b. Vice-Chairperson: In the case of absence or disability of the Chairperson, the Vice-Chairperson shall perform the functions of the office of the Chairperson.
- c. Other Officers: The Committee may elect other officers as it determines appropriate.

VI. Meetings

- a. All Committee meetings shall be open to the public and shall be conducted in accordance with approved procedures and review processes, and as required by Colorado law.
- b. All Committee members shall attend all Committee meetings, unless excused by the Committee Chairperson. Notwithstanding, an unexcused absence from two or more meetings during a calendar year may result in termination of the member's service on the Committee.

- c. The Committee shall keep minutes of all meetings that shall be promptly recorded and such record shall be open to public inspection.
- d. The regular meeting schedule shall be determined by the Committee. Regular meetings shall occur every other month.
- e. Special meetings may be called by the Chairperson, the County Manager or designee, by majority vote of the Board or by three Committee members acting jointly with a minimum of 24 hours notice to the Chairperson of the Committee and staff.

VII. Voting

The Committee shall strive for consensus decisions whenever possible, but voting on certain issues or proposals may be appropriate.

- a. No official business of the Committee can be conducted without a quorum present. A quorum shall be at least four members.
- b. Each Committee member shall be entitled to a vote and must be present to vote. No proxy vote shall be allowed.
- c. Voting shall be either by voice or roll call vote. A roll call vote shall be conducted upon the request of a member of the Committee or at the discretion of the Chairperson.
- d. All actions shall require a simple majority vote of the quorum. In the event of a tie vote, the motion being voted on shall be deemed to have failed.

VIII. Conflict of Interest

- a. Committee members shall strive to promote public confidence in the Committee by acting with impartiality and integrity. As such, all Committee members will ensure that their actions present neither a conflict of interest, as defined by Colorado law, nor the appearance of impropriety or of a conflict with the public trust.
- b. A Committee member should not accept any compensation, gifts or service under circumstances in which it could be reasonably inferred that the gift was intended or could be reasonably be expected to influence the official in the performance of his or her duties or was intended as an award for action on the Committee member's part.
- c. No Committee member shall vote or otherwise participate in a decision making process which affects any entity or property interest in which he/she has a financial interest or which any member of his/her family has a financial interest. Family is defined as spouse, parent, brother, sister, grandparent, child, grandchild, step-child, step-parent, step-grandparent, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law. In the event of such a

conflict, or if for any other reason, the Committee member believes a conflict of interest or the appearance of impropriety or of a conflict with the public exists, the Committee member shall immediately disclose the interest to the Chairperson and immediately disqualify himself or herself from making any decisions involving such business transactions or other relationship.

IX. Procedures

- a. The Committee shall conduct its business according to the agenda prepared by staff and the Chairperson for each meeting. The agenda may be revised or amended at any time by a majority vote of the voting members present, subject to applicable public notice requirements.
- b. Public comments shall be taken as indicated on the agenda, and in a manner deemed appropriate by the Chairperson, at all meetings.
- c. The Committee shall consider and discuss staff recommendations prior to taking action on any item.

X. General Policies

Nothing contained in these Bylaws shall limit the ultimate discretion and authority of the Board on any matter and the Board may within its discretion waive any policy or procedure. The Committee will not have any management responsibilities and will not direct staff.

XI. Notice

Notice of regular and special meetings of the Committee shall be posted at least 24 hours in advance on the bulletin boards located in the Eagle County Building. Committee members will be notified of special meetings by telephone and/or email at least 24 hours in advance of the meeting.

XII. Governing Rules

The rules contained in Robert's Rules of Order, newly revised, shall govern the Committee in all matters to which they are applicable and to which they are not inconsistent with these bylaws, resolution and any special rules that the Committee may recommend for adoption by the Board.