



AGENDA
ANIMAL SERVICES BOARD MEETING
Cumberland County Animal Services Department Conference Room
June 2, 2025 at 6:00 PM

Welcome

Called to Order at 6:48pm

1. Approval of Minutes

A. Minutes

April 7, 2025 minutes

April 7, 2025 minutes - Approved

MOTION: Debra Barton moved Motion

SECOND: Sandra Reeves

VOTE: UNANIMOUS (2-0)

2. Old Business

B. Education

Education Committee - Update on Education program

Charlotte Davis updated the Board regarding the Education program. Charlotte reached out to the Girls Scout office without success. The Girl Scouts customer service line provided some information regarding meetings that the Board education group could attend. The parks and rec was also contacted and a message left. Director, Elaine Smith provided some ideas for an Animal education brochure. The board also discussed social media to help reach citizens and provide helpful pet ownership information. Director Elaine Smith will help create a draft flyer and video series, then discuss with PIO.

C. Reports

Shelter reports -Elaine Smith

Director, Elaine Smith provided an update on shelter statistics. Dog live release rate is over 90% for the month of May, this was due to an adoption promotion, 224 adoptions were completed. Less than 80% live release rate for cats, kitten season started, the population increased causing a rise in illness.

3. New Business

D. Vacancies

Nominee/Appointment process

Assistant County Manager, Faith Phillips provided clarity on the new process for Board vacancies. The Board will review applicants based on the requirements for the vacancy. The clerk to the Board, Sandra Bohannon, will email qualified applicants a few questions to gain insight on their experience and availability. The Board will review those responses and agree on the nominee they would like to recommend to the Board of Commissioners. The nominee will be forwarded to the BOC for consideration.

4. Board Member Comments

ADJOURN

Meeting adjourned at 7:36pm

MOTION: Lee Ward moved Motion

SECOND: Debra Barton

VOTE: UNANIMOUS (2-0)