

W. 8. a.

) IN THE MATTER OF ESTABLISHING THE SAVE  
) ADOPTABLE ANIMALS TASK FORCE  
)

WHEREAS, the Board of County Commissioners may be supportive of the goal of the no kill philosophy, but have a significant number of questions they would like evaluated before adopting such a policy; and

WHEREAS, Lane County is fortunate to have citizens willing to serve on a task force to help develop recommendations and present them to the Board of County Commissioners,

1. The Lane County Save Adoptable Animals Task Force is hereby established;

3. The initial five appointees are Ann Jensen (appointed by Commissioner Bobby Green), Loraine Still (appointed by Commissioner Faye Stewart), Molly Sargent (appointed by Commissioner Bill Dwyer), C.T. Fulkerson (appointed by Commissioner Bill Fleenor), \_\_\_\_\_ (appointed by Commissioner Pete Sorenson), and at the first meeting of these five, they shall appoint two additional members;

5. The Task Force is to meet in conformance with Oregon's Public Meetings Law and follow the process outlined in Lane Manual 3.507 (attached).

Chair, Lane County Board of Commissioners

OFFICE OF LEGAL COUNSEL

In The Matter of Establishing the Save Adoptable Animals Task Force  
WD ca/vv/07012/T

## EXHIBIT A

### DRAFT

#### Charge:

Within 90 days of the first meeting the 2007 Save Adoptable Animals Task Force shall develop recommendations to establish programs and management practices that could achieve the goal of not killing adoptable animals that do not have serious medical or behavioral problems. The recommendations should come in two categories. Those that can be implemented within existing resources and those for which additional resources are necessary. To the greatest extent possible the programs should be based upon objective criteria and data which can be measured. These recommendations will be forwarded to the Board for their consideration.

Each Commissioner will appoint one member to the Task Force and those five individuals would appoint two additional members. The Task Force meetings will be open to the public and the public meeting law shall apply. LCARA staff shall attend all meetings to answer questions and provide information on best management practices to achieve the proposed stated goal.

Staffing: The Board of Commissioner shall appoint a facilitator/convener responsible for all logistics for the task force, drafting the report and presentation to the Board.

(b) Staff may participate in committee deliberations, but shall not vote on deliberations.

(c) Staff may serve as chair for a new committee until it is sufficiently organized to elect officers. *(Revised by Order No. 00-8-16-1 Effective 8/1/00)*

## TASK FORCES

### 3.507 Task Forces.

#### (l) Creation of task forces:

(a) Task Forces will be created by Board action, or by the County Administrator in cases where Board policy is being implemented. Task forces which are created by the County Administrator will follow the guidelines in 3.507(c).

(b) When the Board creates a task force, the following procedures will be followed:

(i) The Board will give the task force a specific charge, and that charge will be transmitted to the task force through a Notice of Board Action. The charge will include a date on which the task force will complete their deliberations and report to the Board or request an extension.

(ii) In creating a specific task force, the Board will designate membership.

(iii) Meetings and Reports.

(iv) If the County Administrator is a member of the task force, he or she will call the first meeting. If the County Administrator is not a member of the task force(s), he or she will designate one of the members to call the first meeting.

(v) At the first meeting of the task force, a chairperson will be elected, the charge of the task force will be reviewed and a time frame will be established for meeting that charge.

(vi) The chairperson will be responsible for developing a memorandum to be sent to the County Administrator, listing the chairperson and the schedule for meeting the charge of the task force.

(vii) No later than every two months, the chairperson will submit a memorandum to the County Administrator, detailing the progress of the task force and outlining the status of deliberation.

(viii) Disbandment. When the task force has accomplished its original charge and has prepared a report to the Board of County Commissioners, the chairperson will contact the County Administrator to put the report on the Board agenda. The chairperson will then present the report to the Board. If the Board does not set any additional specific tasks or charges to the task force, the task force will cease to exist. If additional charges are given to the task force, then they will operate according to the above-established guidelines.

(c) In cases where the County Administrator creates the task force, he or she will designate membership as well as the chairperson. A charge and date of completion for task force activities will be determined by the County Administrator who will have discretion as to when the task force is disbanded or extended. Progress reports will be presented to the County Administrator as needed and prior to the scheduled date of completion. *(Revised by Order No. 93-3-31-7; Effective 3/31/93)*

## WATERSHED COUNCILS

### 3.508 Watershed Council.

#### (1) Creation.