DATE: 03/17/09

TO: City Clerk

FROM: Representative Steve Ortega

ADDRESS 2 Civic Center Plaza, 10th floor TELEPHONE 915-541-4124

Please place the following item on the (Check one): CONSENT X REGULAR

Agenda for the Council Meeting of March 24, 2009

Item should read as follows: Appointment of Janice Nutt to the Animal Shelter Advisory Committee as requested by Representative Steve Ortega, District 7.

SPECIAL INSTRUCTIONS:

## BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Animal Shelter Advisory Committee

NOMINATED BY: Representative Steve Ortega DISTRICT: 7

NAME OF APPOINTEE Janice Nutt
(Please verify correct spelling of name)

BUSINESS ADDRESS:

CITY: El Paso ST: TX ZIP: PHONE:

HOME ADDRESS:

CITY: El Paso ST: TX ZIP: 79938 PHONE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: New Committee

EXPIRATION DATE OF INCUMBENT:

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: ____
RESIGNED ____
REMOVED ____

DATE OF APPOINTMENT: 03/24/2009

EXPIRATION DATE OF NEW APPOINTEE: 02/01/2011

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

2nd TERM: ____

EXPIRED TERM: ____

**Janice Nutt**

**Education**

Bachelor of Business Administration from UTEP
Secondary Teaching Certificate

Currently employed with Socorro Independent School District

**List of Animal Related Activities from 1999 – 2009:**

- Served on the Animal Shelter Advisory Committee for 10 years
- Served as Secretary of the ASAC Board for 8 years and was responsible for recording and distributing minutes of monthly meetings
- Compiled a Directory of El Paso Animal Organizations and Resource Guide that was distributed to all veterinarians and rescue groups
- Organized and facilitated animal control adoptions at Pet Smart before the new shelter was built
- Coordinate with ASAC members and local rescue groups to participate in the annual Thanksgiving Day Parade promoting the spay/neuter message and adoption of pets from local shelters for the past six years.
- Responsible for animal control's participation in the Parade of Lights (Animal control drives the decorated spay/neuter van in the parade each year.)
- President of Pets Alive and active member of this organization since 2001
- Started the spay/neuter voucher program in El Paso by encouraging local vets to participate and processed all paperwork received from vets for payment (The Pets Alive Voucher Program administers funds from the city and has grown to the point a paid employee is needed to coordinate the program.)
- Foster abused and abandoned animals that need rehabilitation
- Organize the annual Howl O Wine Dog Walk held at La Vina Winery the Sunday before Halloween. (All proceeds cover the cost of spay/neuter for pets not qualifying under the voucher program.)