



**DENVER**  
THE MILE HIGH CITY

DEPARTMENT OF ENVIRONMENTAL HEALTH

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**Animal Care & Control  
Advisory Committee:**

Kelly Greunke

Bonnie Guzman

Donna Middlebrooks,  
Vice-Chair

Heather Reeder, DVM

Denise Stepto


Mary Toomman

Lisa VanRaemdonck

**Animal Care and Control Advisory Committee Policy  
on Public Participation at Committee Meetings**

The Animal Care & Control (ACC) Advisory Committee (Advisory Committee) shall add a standing agenda topic title "Public Comment on Items Not on the Agenda," after the minutes of the last meeting have been approved. The public shall sign an attendance roster at the beginning of the meeting stating their name, address, and topic they wish to discuss. The Committee Chairperson shall call upon, in the order designated on the attendance roster, each member of the public to speak on the topic identified on the attendance roster. Each member of the public will be provided three minutes in which to present the topic.

If the public is registering a complaint about the care or welfare of the animals in the care and custody of ACC, the ACC shall conduct an investigation based on instructions received by the committee and/or DEH management and provide a report to the Advisory Committee. If the Advisory Committee makes a determination that the recommendations by the Humane Society of the United States (HSUS) or other recommendations reviewed and approved by the Advisory Committee are not being followed and/or if the animals located at ACC are not being properly cared for, the Advisory Committee shall report such findings within a reasonable time to the Manager of Environmental Health and/or to the Board of Environmental Health.

  
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Donna Middlebrooks,  
Vice-chair, ACC Advisory Committee

3-1-11  
Date