



Howard County

Internal Memorandum

Subject: Animal Matters Hearing Board – Certification under 6.300 that a reasonable search was made.

To: Dr. Opel Jones, Chair
Howard County Council

From: Jennifer Sager, Legislative Coordinator
Department of County Administration

Date: March 26, 2026

We have filed a Resolution to appoint Dr. Brokaw to the Animal Matters Hearing Board to fill the qualification of veterinarian. The previous veterinarian's term expired in March of 2025, and they were not eligible for reappointment due to how long they had already served.

Section 17.320 provides that not more than two members of the Animal Matters Hearing Board may reside in the same Council district. There are currently two members of the Board who reside in District 5. While Dr. Brokaw resides in District 5, she is filling the qualification of Section 17.320(a)(3)(ii) that requires one of the members to be a veterinarian licensed to practice in Howard County.

Section 6.300(e) of the County Code allows for the appointment of a member of the general public after certifying that a reasonable search was made to find a person who met specific qualifications and a person could not be found.

The County Executive's Office conducted extensive and continuous recruitment efforts to find an appointment to fill the veterinarian vacancy since March of 2025. Those efforts included multiple press releases, advertisements in the County Executive's newsletter, social media posts, and targeted outreach. Qualified veterinarian applicants have only applied who reside in D5.

Pursuant to Section 6.300(e) of the County Code, the County Executive is certifying that a reasonable search was made to find a veterinarian who resided outside of District 5. Such an individual could not be found. The County Executive feels strongly that a veterinarian should be present on the Animal Matters Hearing Board and has put forward the appointment Dr. Brokaw to achieve this goal.