



STEVEN M. FULOP  
MAYOR OF JERSEY CITY

Report of Director  
8.2  
Meeting 10.12.23

CITY OF JERSEY CITY  
OFFICE OF THE MAYOR

CITY HALL | 280 GROVE STREET | JERSEY CITY, NJ 07302  
P: 201 547 5500 | F: 201 547 5442

September 29, 2023

Executive Order #2023-005

**EXECUTIVE ORDER OF THE MAYOR  
OF THE  
CITY OF JERSEY CITY**

**ESTABLISHING THE ANIMAL CARE ADVISORY COMMITTEE**

Animals are an important part of life in Jersey City. Dogs, cats, and other companion animals enrich residents' lives, and wildlife is a valued and protected part of our local environment. Animal care and control are necessary services to support residents, prevent injury and disease, and provide humane treatment for animals who cannot advocate for themselves.

The residents of Jersey City have long called for and supported humane treatment, humane education, and enforcement of animal control laws to support public health and safety. Community support, advocacy, and participation in animal-related policy development are vital contributions to the quality of life in Jersey City.

Therefore, pursuant to the powers vested in the Mayor of Jersey City by law, I issue the following Executive Order establishing an Animal Care Advisory Committee (ACAC).

**A. Purpose and Duties of the Committee**

The Animal Care Advisory Committee's purpose is to advise the Mayor on animal care issues generally, and animal control and sheltering issues specifically. The ACAC is to:

- (1) Convene when called by the Committee's Chair, to consider animal care, animal control, and animal sheltering issues; and
- (2) Make recommendations to the Mayor on animal issues affecting Jersey City.



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### **B. Membership and Meetings**

The Animal Care Advisory Committee shall consist of up to nine (9) members appointed by the Mayor:

- (1) One member with experience in animal rescue;
- (2) One member with experience in care of community cats including Trap, Neuter & Return;
- (3) One member with experience working in a licensed animal shelter, kennel, or veterinary office, which may include a facility contracted for these services by the City;
- (4) One member who is a New Jersey certified Animal Control Officer in good standing;
- (5) The Director of the City of Jersey City Department which administers or performs animal control services or their designee;
- (6) The Health Officer or their designee;
- (7) The Chief Municipal Prosecutor or their designee; and
- (8) Members of the public with relevant interest or experience.

The Chair of the Committee shall be appointed by the Mayor. The Mayor, at their discretion, may assign a staff member to serve as Committee Secretary. Those members who serve ex-officio (the Department Director, Health Officer and Chief Municipal Prosecutor) may designate a representative on a continuing or ad-hoc basis by notice to the Committee Chair.

Meetings may be held in-person, by online video conference, or by telephone as scheduled by the Committee Chair.

Each member has the responsibility to discuss, deliberate, and decide by agreement of a majority of currently appointed members on any recommendation of the Committee.

The Chair may invite presentations and participation from subject matter experts or others with relevant experience.

### **C. Terms and Removal**

Other than the three (3) committee members serving ex officio, the committee members shall serve two (2) year terms, and may be reappointed for not more than two (2) additional terms, for not more than six (6) consecutive years of service.

All members serve at the pleasure of the Mayor and can be removed at any time by the Mayor. Vacancies may be filled by the Mayor for the remainder of the unexpired term.



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**D. Conflicts**

It is expected that committee members have interests which could be or give the appearance of a conflict of interest. Committee members are required to identify any organizational affiliations and to avoid any action which could reasonably be interpreted as a use of their committee membership to further their personal interest or that of any organization(s) or individual(s) with which they are affiliated.

A committee member must withdraw from participation, discussion, or voting on any matter for which any family member, domestic partner, business associate or any other relationship of economic dependence has any financial interest or personal gain.

**E. Cooperation with City Departments and Agencies**

All City departments and agencies, now existing or hereafter established, shall reasonably cooperate with and provide assistance to the committee as permitted by law.

**F. Suspension and Cessation of the Committee**

The Mayor has full discretionary authority over the duration of this advisory committee and hence the setting of its expiration date.

This Executive Order shall be kept on file in the Office of the City Clerk and the Business Administrator. It will be made available to the public upon request.

Very truly yours,

  
**STEVEN M. FULOP  
MAYOR**

cc: John Metro, Business Administrator  
Sean Gallagher, City Clerk  
Peter Baker, Corporation Counsel  
All Department Directors