

PAS Organizational Chart 2025

Incident Review Board: Thomas Fujishige, Stephanie Brown, Bethany Hickey

Trustees: Thomas Fujishige, Stephanie Brown, Bethany Hickey

Bylaws Committee: Bi-Yearly due 2025

FUNDRAISING Co-Chairs	Jennifer Gusik, Nancy Jones
Merchandise	Teresa Kovacs
Instagram	Cindy Johnson
Tik Tok	???????
Administrators of PAS Public Facebook updating Banner, uploading videos	Kimmie Debenedetto
Editor PAS Public Facebook page Promoting Events - Answering messages	Kimmie Debenedetto
Videographer, YouTube	??????
Hill's Food Program Coordinator	Loretta Dahlstrom, Audrey DelValle
Order's Hill's Food (cats)	Loretta Dahlstrom
Orders Adopter Bags and promotional materials	Loretta Dahlstrom, Audrey DelValle
Cat Vet and Finance Committee - Expense Clerk	Loretta Dahlstrom
Director of Purchasing	Barb Heath
IRS Federal Filing Agent	Joseph R. Michalski CPA
Purchaser Cat Litter	Barb Heath (Marty Konecek pickup/George Bowens)
Purchaser Cat Food (Royal Canine and Purina), Non Prescriptions Medications	Lynn Konecek
Purchase Cat Food (Hill Regular and prescription food)	Loretta Dahlstrom
Purchase Prescription Medication for Cats	Loretta Dahlstrom
Purchase Snap Test, Vaccinations, and Microchips	Lynn Konecek
Purchaser Sanitation Supplies (Rescue)	Lynn Konecek
Cats Volunteer Training	Jim Anastos, Cat Shift Leaders
Dog Volunteer Training	Craig Hasel, Bethany Hickey, Carmen Q, Peggy Caster
Scheduling (Front Desk), (Dog Volunteers), (Cat Volunteers)	Barb Heath
Front desk Training	Shirley Palumbo, Karen Peters, Barbara Heath
Petpoint Training	Shirley Palumbo
Junior Volunteers	Barb Heath

Garage Donations Organizer	Ellen Anderson
Recruiter Coordinator	Barb Heath
Volunteer Contact Information	Shirley Palumbo
Administrative Assistants Clerical	Barb Heath, Karen Peters, Shirl Palumbo, Sheila Domer, Millie Eckert, Leslie Malov
Annual Meeting Volunteer Picnic	Board of Trustees
CAT HEALTH & WELFARE CHAIRMAN Co-Chairs	Kim Bolz, Jaime Studniarz
Adoptions Counselors	Jim Anastos, Eryn Arnold, Tanya Fodor, Rita Hartman, Nancy Jones, Linda Elliott, Kim Bolz, Maddie Cook, Lynn Konecek
Vet Committee Chairman	Loretta Dahlstrom
Vet Committee - weekly health care checks, administer meds, schedules meds and create med cards for books	Loretta Dahlstrom, Kim Bolz, Tracy Rocco, Jaime Studniarz, Sandy Bernardo, Judy Cortell
Foster Committee Co- Chair	Jaime Studniarz, Kim Bolz
Vet Records (Invoice Reconciliation)	Loretta Dahlstrom
Petpoint Administration - Outcomes and Intakes	Shirley Palumbo, Sheila Domer, Leslie Malov
Create and Print Cat Cage Cards	Shirley Palumbo, Sheila Domer, Nancy Jones, Vet Committee
Petpoint Medical Records	Shirley Palumbo, Sheila Domer, Jaime Studniarz, Ken Howard, Leslie Malov, Loretta Dahlstrom
Paper Vet Records Creation on Intake	Vet Committee
Intake Records in Petpoint	Shirley Palumbo
Schedule Veterinary Appointments (APL, Bartels, Community Vet, and Kentown)	Loretta Dahlstrom, Kim Bolz, Jaime Studniarz
Adoption Call-Backs	Nancy Jones
Weekly Health Care Checks	Vet Committee
Adoption Give-Away bags	Nancy Jones
Adoption Folder Assembly	Sandy Bernardo
Rescue Groups.org Pictures (Cats)	Cindy Johnson
Behavior Evaluations	Nancy Jones
Vet Transporter	Sandy Bernardo, Kim Bolz, Brigitte Papp, Sheila Domer, Lynn Konecek, Jan McAndrew, Cher White, Jim Anastos
DOG HEALTH AND WELFARE CHAIRMAN	Jean Bolling
Trainer/Advisor	Craig Hasel, KPA-CTP

Dog Adoption Counselors	Jean Bolling, Justin Moore, Kathryn Giovinazzi, Craig Hasel, Carol Wessel, Beryl Gary, Michelle Bardzilauskas, Audrey Delvalle, Peggy Caster
ABA Committee	Craig Hasel, Jean Bolling
Dog Adopter Give--away bags	Jean Boling
Paper Vet Records	Vet Committee
Vet Committee Chair	Beryl Gary, Cher White, Patty Mlady
Vet Committee	Beryl Gary, Cher White, Patty Mlady
Computer Vet Records/Adoptions/RTO	Shirl Palumbo
Dog Enrichment	Bethany Hickey
Petpoint Records	Shirley Palumbo
Rescue Groups.org Pictures (Dogs)	Pet Adoption Portal Jean Bolling, Petango -
HUMANE EDUCATION CHAIRMAN - Public relations	Pat Hannen, Becky Steinmetz
Shelter Representatives at outside events and parades	Pat Hannen
Dog Handler/Specialist	Trudy Bebenroth, Kathy Giovinazzi, Bonnie Hoykar, Peggy Caster
Cat/Dog Events Display Board	Karen Peters, Nancy Jones
Outside Bulletin Board	Nancy Jones
Events/Promotions Sign	Karen Peters, Nancy Jones
Inside Bulletin Board	Karen Peters, Stephanie Brown
DISASTER RECOVERY CHAIRMAN	Barb Heath, Mark Copfer
Clerical/record revisions	Barb Heath
Purchasing/Clerical	Barb Heath
Disaster team (Cats) Leader	Kim Flint Bolz
Disaster team (Dogs) Leader	Jean Bolling
MAINTENANCE CHAIRMAN	Paul Feador
Handyman	Michael Karla
SANITATION CHAIRMAN	Teresa Kovacs
Sanitation Committee	Nikki Spring, Tom Stefan, Teresa Kovacs, Roseann Johanek. Jill Shields, Victoria Fejr
Grounds Maintenance	Audrey Delvalle, Michael Karla
Laundry Room Organizer	Ellen Anderson

Garage attached to shelter Organizer	Ellen Anderson
Single Car Garage Organizer	Mike Karla
Shed by Front Gate Organizer Rainbow Shed	Shirley Palumbo
Garage Donations Organizer	Ellen Anderson
Cleaning Supplies in Laundry Room and Garage	Teresa Kovacs
PETPOINT Admin	Shirley Palumbo
Lost/Found, Visitors Records, Person Records	Shirley Palumbo
Outcomes	Shirley Palumbo, Leslie Malov, Sheila Domer
12/29/2024 updated	