

MINUTES OF THE MEETING OF COLLIER COUNTY
DOMESTIC ANIMAL SERVICES ADVISORY COMMITTEE

Naples, Florida, June 21, 2011

LET IT BE REMEMBERED, that the Collier County Domestic Animal Services Advisory Committee in and for the County of Collier, having conducted business herein, met on this date at 6:30 PM in REGULAR SESSION at Domestic Animal Services Training Room, Davis Blvd., East Naples, Florida, with the following members present:

CHAIRMAN: Marcia Breithaupt
VICE CHAIRMAN: Jim Rich
Marjorie Bloom
Dr. Ruth Eisele (excused)
Sergeant David Estes
Tom Kepp, Jr. (excused)
Dan Martin

ALSO PRESENT: Amanda Townsend, Director DAS
Ekna Guevara, Administrative Assistant
Kathlene Drew, Volunteer Coordinator

I. Call to Order

Chairman Marcia Breithaupt called the meeting to order at 6:32 PM.

II. Attendance

Attendance was taken and a quorum established.

III. Approval of Agenda

*Jim Rich moved to approve the agenda. Second by Sgt. David Estes
Carried unanimously, 5-0.*

IV. Approval of Minutes of May 17, 2011

*Correction: Page 3 under Nan Gerhardt's comment, the last bulleted item:
Change Spay & Neuter Clinic to Vaccination Clinic.*

*Dan Martin moved to approve the minutes of May 17, 2011, as amended.
Second by Sgt. David Estes. Carried unanimously, 5-0.*

V. Old Business

A. Director's Report -

Amanda Townsend reported:

- Spring time was litter season; however the amounts were less due to a decrease of four Animal Control Officers (ACO) on the road.
- Two ACO resignations, one injury and one open advertised position.
- The open position generated close to 130 applications, of which 24 were selected to participate in mandatory written assignments covering how they would handle an ACO situation. Of those, about a dozen completed the accompanying homework assignment and were invited to an open house and tour regarding what to expect and what was expected of them. The final selection panel was in progress to be followed by regulation hiring procedures (finger-printing, background checks, physicals, etc.)
- The Public Information Specialist position will be posted on June 24, 2011
- The 2012 Budget presentation to the County Manager and preparation for BCC review and finalization
- May attendance at a 2-day Hurricane Event on Emergency issues consisting of several hands-on exercises in simulated hurricane events and actual disaster scenarios.
- June 1 opens hurricane season and the start of pre-registration for pet-friendly shelters.
- Kathy Drew will handle pet-friendly shelter issues and Nan Gerhardt will handle DAS shelter issues
- Kathy Drew announced DART team members were being notified.
- Aug. 27, 2011 from 10am to 1pm at North Collier Regional Park a free Pet First Aid class for DART members and other pet owners on pre and post storm care.

1. Mandatory Spay/Neuter Laws

Amanda Townsend stated she did not have the opportunity to do the research of other counties/cities that may have Spay & Neuter Laws. She offered to pursue the topic at the Board's request.

Jim Rich moved to table the Mandatory Spay & Neuter Laws research of other counties to the next meeting's Agenda. Second by Dan Martin. Carried unanimously, 5-0.

2. Summer Meeting Schedule

Following a brief discussion, the consensus of the Board was to forego the August meeting and meet again in September.

Sgt. David Estes moved to skip the August, 2011 meeting of the DASAB and to resume meetings in September, 2011. Second by Jim Rich. Carried unanimously, 5-0.

3. DTF Survey Responses (handout)

Ekna Guevara provided a screen projection of the results of the Donation Trust Fund survey sent out to donors. Results were:

- 400 surveys sent out to those donating over the past 3 years
- 55 responses – 28 returned as undeliverable.
- Listed under the "Other" category were nine items for the Donation Trust Fund's use which the Board discussed.
- Noted was the survey's usefulness when deciding donor preferences for the allocation of the DTF.
- Additional discussion ensued regarding funding of public appeals. It was determined the item would be one best handled by the soon-to-be-appointed Public Information Specialist.

Discussion on, and pursuing the priorities to act upon in the survey responses, will be added to the July meeting's Agenda.

Ekna noted the survey itself triggered additional donations.

VI. New Business

A. Budget Presentation – FY 2012

Amanda Townsend supervised a power point presentation providing an overview of the 2012 Budget, its processes and various funds involved in its creation, which was presented at the Public Services workshop.

She explained:

- Projections and trends and how they were arrived at
- Salaries, Medicine and drugs were the largest expenditures
- The breakdown per animal
- Where the money comes from (General, DTF, Spay & Neuter Funds)
- Capital improvement concerns (4 vehicles need replacing; 1 approved)
- No further staff cuts anticipated (already down to 32 from 41)
- Importance of the inmate labor program

- Performance measures, -enforcement, animal & veterinary care, community outreach

The millage rate will be set in July. On Oct. 1, the Budget will become effective.

VII. Public Comment

(VIII. Topic TBA was taken up before VII.)

The topic selected by random drawing was:

Small Repairs that are needed for immediate attention - the southeast area awning.

Kathlene Drew explained the 10 x 20 tent used for shade protection of the animals and volunteers when exercising the animals needed stronger anchoring of the frame due to high winds. With approaching hurricane season, using a tarp on it would not be prudent. The smaller frame was cemented in a semi-permanent way for use in the pasture and 2 agricultural pens exercise area.

Amanda Townsend noted the fencing will be repaired.

Suggestion was made to add "Training Program" to the survey list. Mentioned was to:

- Seek SW Florida Dog Trainer Alliance for contacts
- Post on line
- Get the word out to retirees and rescue coordinators

Amanda Townsend stated DAS was always looking for trainers of volunteers for post adoption training. The subject was one the new Public Information employee could look into. She noted any group or member of the public could post information on line. County public disclosure restrictions govern what their departments post on the internet.

VIII. Topic TBA (open discussion)

(VII. Public Comment was taken up next) (handout)

Gisela Rowley spoke about a program at the University of Florida called *Maddie's Shelter Medicine Program*, which helps Florida animal shelters improve animal health and adoption rates at their shelters. The program was funded and of no cost to the shelters. She noted the University veterinary staff provides an evaluation of shelter practices and works with shelter management to recommend any improvements. She had also contacted a user of the program and the University itself to ensure the availability of the program; both with favorable results.

She urged the DASAB to work with Amanda Townsend to take advantage of the program.

Amanda Townsend responded she was familiar with the program and would like to invite them to Collier County once the Procedures and Protocol Manual was in place, probably by the end of the year. Discussions with them could begin now to set up a later date. The DASAB would have to vote to recommend it.

XI. Individual Comments

Lisa Hoppensteadt offered the following suggestions:

1. Use of ultra violet lights that kill bacteria in the air in the shelter.
2. Take advantage of free or discounted pet food company offers

Amanda responded DAS participates in the Hills Science Diet program in which purchase of 50lb bags provided free 5lb bags given to adoptees.

3. Microchip – Put shelter as first contact and owner address as second contact.
4. More exposure of the DAS shelter, rescue groups and adoptable dogs; take dogs to dog parks for exposure
Amanda responded 106 featured animals at 77 different locations had been part of the outreach program over the past year, with volunteer assistance.
5. Train select dogs for service or therapy dogs. Talk to assisted living & nursing homes to provide adoptable pets
Amanda responded Sheriff's Officers do choose appropriate shelter dogs for that purpose and have also trained some horses.
6. Advertise rescued dogs on fast food or local restaurant cups

X. Advisory Board Comments

Dan Martin asked about informational brochures on the FWC and the Cats in the House programs. He will send the link to Amanda for her to follow up.

Sgt. David Estes stated he supervises the Mounted Horse Patrol. One Officer adopted a horse with the goal of it becoming a certified Patrol Horse. He noted all horses are not trainable for that activity. Also there were already too many horses at the sanctuaries, which were now full, due to the poor economy.

Marjorie Bloom showed an interesting flyer put out by Peta 2, promoting an “adopt don’t buy” theme. She also asked for directional, “what to do” signs in the shelter. She expressed the need for communications blasts out to volunteers for summer help in the kennels.

Kathy Drew will come up with a volunteer “to do” list. She currently e-mails a quarterly newsletter to about 400 volunteers; many were returned as undeliverable. She will try another approach.

Jim Rich inquired if a County Attorney could be invited to a meeting to give direction to the DASAB on how much “push” in solicitations could be used by DASAB under City, State and County laws.

Amanda Townsend responded Assistant County Attorney Colleen Greene was assigned to DAS and asked the Board to collate their questions to present to Attorney Greene. Arrangements will then be made for her to attend a Board meeting.

Chairman Marcia Breithaupt suggested having a monthly newsletter, which she agreed to help set up.

She also noted Friday was “Take a Dog to Work Day.”

She thanked the attending public for their interest and for continuing to come to DAS meetings.

June 21, 2011

Next Advisory Board Meeting is scheduled for July 19, 2011 at the Domestic Animal Training Room, Davis Blvd., Naples, Florida

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 8:26 PM.

COLLIER COUNTY DOMESTIC ANIMAL SERVICES

Chairman Marcia Breithaupt

These minutes approved by Board/Committee on _____ as presented _____ or as amended _____.