

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

Naples, Florida, May 15, 2012

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
Marjorie Bloom
Sergeant David Estes (excused)
Cynthia Harrold
Tom Kepp, Jr.
Dan Martin

ALSO PRESENT: Amanda Townsend, Director DAS
Dana Alger, Animal Control Officer Supervisor
Kathlene Drew, Volunteer Coordinator
Ekna Guevara, Administrative Assistant
Daniel Christenbury, Public Relations Coordinator

I. Call to Order

Chairman Marcia Breithaupt called the meeting to order at 6:34 PM.

II. Attendance

Attendance was taken and a quorum established.
Several members of the Public were also in attendance.

III. Approval of Agenda

Add: Selection of a Vice-Chairman under VI. New Business Item B.

Dan Martin moved to approve the agenda, with the addition of item B under New Business- Selection of the Vice Chairman. Second by Tom Kepp. Carried unanimously, 5-0.

IV. Approval of Minutes of April 24, 2012

Marjorie Bloom moved to approve the minutes of April 24, 2012, as presented. Second by Dan Martin. Carried unanimously, 5-0.

V. Old Business

A. Director's Report

Amanda Townsend reported on:

- The various discussions and information gathered from Conference she attended in April.
- Shelter news: Facilities Management installed wire barriers in portions of the ceilings to contain the cat “escapees” from getting into the ceiling areas.
- Two Adult and one baby pig will be auctioned. Several chickens, which are not auctioned, were available to the public.
- Wall caps were added and holes filled at the source of the tics to prevent further tic breeding.
- Both of the new Animal Control Officers completed Shelter Training and were on the road.
- DAS was operating at full staff at this time.
- Families for Felines program, citing the \$5,000 donation, received media attention with an interview of volunteer, Bob McKenzie. The goal will be to place into homes, 100 cats in 10 weeks.
- Permanent shade structures and benches had been ordered.

Kathlene Drew provided copies of the May issue of the Volunteer E-newsletter, *In the Loop*, which cites the number of volunteer hours served; including the areas in which they were served. It also noted upcoming events, class sessions for orientation, foster care news and other DAS information on cat, dog and other animals adopted as well as a list of Animal Rescue Groups. It even included a section on hurricane preparedness and a huge thank-you to the Audubon community and volunteers for their very successful fundraiser.

- She announced the new volunteer clock-in/out touch-screen had been launched. It will save on data entry time.
- She stated the high school volunteers were coming in for touring and training.
- Adoption efforts were continuing with dog walks on 5th Avenue and at Starbucks.
- Medical Foster Homes were being sought, from one to 12 weeks duration, for convalescent dogs who need caged rest time to heal.

Tom Kepp recommended providing detailed written instructions on what an animal can and cannot do.

Kathlene responded instructions were given to the caregiver; and, more could be added to the list.

Dan Christenbury announced the video produced featuring *Selma* had resulted in her adoption. He also stated he was in the process of improving the print publications and a new DAS brochure was currently at the printer.

B. Policy and Procedure rewrite update (handout)

Amanda Townsend explained the draft of the Policies and Procedures Manual was in sections, denoted by the various colors. This will make for easy reference when working on the different sections of the manual. The draft contained highlighted areas, notations and comments. June 30th will be the projected deadline for the final document.

The Ordinance Sub-committee will meet on March 31. Dan Martin asked new Board Member, Cindy Harrold, if she would replace Jim Rich on the Ordinance Sub-committee. She agreed to do so.

VI. New Business

A. Progress on enforcement of breeders to include: licensing and inspections (Tom)

Tom Kepp requested an update on the Policies and Procedures for enforcing breeder activities and the keeping of multiple animals for that purpose.

Amanda Townsend responded “kenneling”, in the strictest sense, was the term that would apply in the Ordinance. She noted it would be more plainly spelled out in the planned Ordinance revisions. There was still work to be done on the definitions of “breeder” vs. “kenneling.”

Dana Alger provided several incidences and the follow-ups by ACO’s on reports of multiple animal complaints. Basically, the issue of home occupation and breeder businesses must be determined. Some questions were:

- Re-permitting annually? Awareness of the laws?
- Number of animals allowed and if sold to retailers?
- USDA inspected?
- Business tax receipts of home occupations?

Tom Kepp expressed the opinion that owners of multiple litters who do not want to spay & neuter were breeders; and, would continue to add to DAS’s problem of finding homes for even more animals.

He offered to help with writing the definition of “kenneling” and to locate

advertisers on Craig's List who offer to sell animals.

B. Selection of Vice Chairman

Chairman Marcia Breithaupt recommended Marjorie Bloom for Vice-Chairman. The DASAB agreed unanimously, and Marjorie accepted the position.

Amanda Townsend asked for recommendations and networking to locate a Veterinarian or Vet-Tech to fill that position on the Advisory Board. Ideally, one who was familiar with shelter medicine, supports spay & neuter programs and low-cost services and, doesn't do business with Collier County. She will advertise once more. She may need to request having two At-Large positions, if no one responds.

VII. Public Comment

A. Open Discussion (Topic to be determined) - NONE

B. Individual Comments

Patty Teulet asked if (a) DAS could be open on Sundays. And, (b) if there could be a refresher course for current volunteers on the rules and why DAS has them.

Amanda Townsend responded:

(a) The goal of DAS was to be open seven days a week. However, there was not enough money or staff to support that goal at this time.

(b) A Saturday afternoon event for that purpose was in the planning, led by Kathlene Drew.

VIII. Advisory Board Member Comments

Dan Martin again welcomed Cindy Harrold to the Board and asked if she would be taking Jim Rich's spot on the Immokalee Shelter Sub-committee as well as on the Ordinance Revision Sub-committee. He explained what it would entail. Cindy agreed to serve in that capacity as well.

He commented that a permit should be required if animals are sold by owners. And, those advertisements to meet sellers off-site should be evidence enough for investigation. He suggested the refresher course for volunteers could be a retaking of the orientation.

Reminder: Ordinance Revision Subcommittee meets March 31.

Tom Kepp commented that while DAS, rescue groups and the Advisory Board were working to save animals and find homes for them, uncontrolled breeders who do not spay and neuter were adding more into the system.

Marjorie Bloom agreed with a volunteer refresher class to reinforce DAS rules.

Next Advisory Board Meeting is scheduled for June 19, 2012 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 7:30 PM.

COLLIER COUNTY DOMESTIC ANIMAL SERVICES

Chairman Marcia Breithaupt

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