

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

Naples, Florida, June 19, 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
VICE CHAIRMAN: Marjorie Bloom
Sergeant David Estes
Cindy Harrold
Tom Kepp, Jr.
Dan Martin

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

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

Sgt. David Estes moved to approve the agenda. Second by Dan Martin. Carried unanimously, 6-0.

IV. Approval of Minutes of May 15, 2012

Correction: Page 3 under V. Old Business A. Director's Report - the last bullet is to read: "Permanent shade structures were in the costing out stage; but the benches had been ordered."

Marjorie Bloom moved to approve the minutes of May 17, 2011, as amended. Second by Dan Martin. Carried unanimously, 6-0.

V. Old Business

A. Director's Report -

Amanda Townsend reported:

- Spring time was the busy time at the shelter. Animal Control Officer positions were at full strength on the road, resulting in more animals being brought in. Statistics show an overall 30% rise in June, July and August.
- Other organizations that take in animals were full to capacity.
- The facility repairs required an A/C replacement in the stray dog kennel. Other A/C units, also 10 years old, may soon follow. She noted Facilities Management took excellent care of DAS.
- The Ordinance sub-committee had been meeting weekly and coordinating with Growth Management on the kenneling issue.
- The Immokalee Inter-Agency meeting was attended by Amanda Townsend and Marjorie Bloom. Much was learned of the many agencies that give access to customers in the Immokalee area.
- Nan Gerhardt will be retiring on August 3rd. Preparation of the job description and personnel search was in the beginning process.
- The 8-project agenda item will be on next month's agenda.

Kathy Drew announced:

- Volunteer Open House would be held at DAS on Saturday, June 23 from 11 am to 3pm. Booths will be manned by the Leadership Team who will answer all questions on how DAS operates. The new Volunteer Handbook will be available and new recruits will be sought.
- Hurricane Preparedness measures need to be addressed ahead time.
- June 1 opened hurricane season and time to put "GO KITS" together.

- Picture of owner and dog together and accurate up to date micro chips.
- All important information will be on the HSUS or ASPCA web sites as well as Bureau of Emergency Services and the Annual Hurricane Guide.

Dana Alger reported the ACO's were continuing their education, in the field, on spay & neuter in their interaction with the community; as well as catching up on the workload, now that they are fully staffed.

Dan Christenbury reported Fox News had interviewed Amanda Townsend and WINK radio had a talk about pets in heated cars.

He noted three more adoptions came from another "Marjorie video"; and, a follow-up story on *Quentin* was in the works.

He announced an adoption event at Starbucks on Saturday, June 23. A free cup of coffee or tea for a "Wish List" donation will be featured.

Amanda Townsend announced Friday was "Take a Dog to Work" day at the County. This will include shelter dogs, which many choose to do. Shelter personnel will deliver and pick up the dogs. It will be a promotion for adoption and everyone was encouraged to participate.

VI. New Business

A. Presentation of the FY 13 Budget

Amanda Townsend supervised a power point presentation providing an overview of the 2013 Budget and how it is determined

She explained:

- Projections and trends and how they were arrived at
- Salaries, Medicine and drugs were the largest expenditures
- Where the money comes from (General, DTF, Spay & Neuter Funds)
- Capital improvement concerns (1 vehicles will be replaced)
- Performance measures, -enforcement, animal & veterinary care, community outreach
- Several of the cost items, revenue sources and fixed budget items were considered in compliance with the County's direction to reduce the budget by 5%.

Nan Gerhardt arrived at 7:12pm

Sgt. David Estes asked if the proposed budget will allow for the continued level of services DAS was now providing.

Amanda responded with thanks to the Board for endorsing policies that provided better services; and, small savings due to policy changes, without sacrificing services.

Marcia Breithaupt asked about sending out Donation Trust Fund letters.

Amanda responded the letters would go out next month.

B. Applications for Veterinarian Seat

One application had been received. The applicant was in the process of

checking on application requirement issues and was not present at the meeting. This application will be reviewed at the July meeting.

C. Review of DASAB Ordinance (Sgt. Estes) (two-page handout)

Sgt. David Estes brought up for discussion the original *Creation and Purpose* directives specific to the *Functions, powers and duties* section of the County Code of Ordinances. His concerns centered on whether or not the DASAB was adhering to those purposes or moving outside those parameters; taking on a stronger role than the Ordinance directs. Some points brought out were:

- A brief history of DASAB
- Acknowledgement of the passion for animals by everyone concerned
- Overly concerned with statistics, policies and procedures
- Advisory Board not established as a watchdog on DAS, but as a helper in providing the best possible services.
- Providing a valid service to the community by bringing concerns and solutions to the BCC
- Subordinate wants of the DASAB to the demands of running DAS
- Utilize input from the Public to develop programs, adhering to the Ordinance terms; or, establish a productivity committee

Tom Kepp commented statistics were important to give input on what direction to take and results of prior directions taken. Enforcement of the Animal Control Ordinance and follow-up on 7-day notices was important to accomplish DASAB's objectives to control animal populations. He noted County Managers had not attended DASAB meetings; nor, had leaders on the DASAB gone to the BCC with concerns.

Dan Martin offered facilitating more contact with the public and making decisions on what to do with information brought to the meetings. He also noted statistics were an important tool.

Amanda Townsend noted the DASAB serves as an advocate to the BCC. The members were qualified experts and permitted to communicate with the BCC as a Board or as individuals in a way that the Director of DAS could not. A productivity committee could provide experts from the public to advocate for policies that could be backed up by the DASAB. Trends provided by statistical reports were necessary to provide information and analysis for determining improvements and decisions needed.

Sgt. David Estes suggested brainstorming sessions and open forums to decide what needs to be done.

VII. Public Comment

A. Open Discussion (topic TBA) *No specific topic selected*

B. Individual Comments

Kelly Fox asked how topics to go to the BCC were prioritized.

Sgt. David Estes explained the DASAB Mission Statement and the Project List developed were consulted in prioritizing.

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Susie Mehus spoke about accepting for spay and neuter, litters brought to DAS in boxes. If the mother was brought in, charge \$10. If only the litter was brought in, charge \$10 each animal.

Amanda Townsend responded DAS only provides spay & neuter service for shelter animals. Information on the voucher program and other options would be provided for owned animals.

Ms Mehus mentioned June was National Adopt a Cat Month. The Collier Community Cat Coalition will hold an event on Friday, June 22 at California Pizza. Flyers were distributed to those present giving a 20% discount for donations to that organization.

She also questioned if a friend's cat, found at DAS, was microchip scanned. *Amanda responded the policy was to scan all animals for microchips.*

Dana Alger offered to obtain all particulars of the case after the meeting and she will research the file. She will also provide information on spay and neuter help.

VIII. Advisory Board Member Comments

Dan Martin commented DASAB members could go to the BCC as individuals; but, they would need DASAB consent to go as a representative of that Board.

Marjorie Bloom encouraged the Board members to attend Saturday's Open House. She was in favor of a scheduled Sunday open house from 1pm to 4pm. *Amanda responded there would be a scheduling issue. She reminded everyone that shelter personnel work seven days a week. She'll revisit the topic in the next budget cycle.*

Next Advisory Board Meeting is scheduled for July 10, 2012 at the Domestic Animal Training Room, Davis Blvd., Naples, Florida.

XI. Adjournment:

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 7:58 PM.

**COLLIER COUNTY DOMESTIC ANIMAL
SERVICES**

Chairman Marcia Breithaupt

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