

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

Naples, Florida, June 18, 2013

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 (excused)  
Cindy Harrold  
Dan Martin  
Michael Simonik

ALSO PRESENT: Amanda Townsend, Director DAS  
Dr. Melissa Shyan-Norwalt, Operations Manager  
Kathlene Drew, Volunteer Coordinator  
Dan Christenbury, Public Relations Coordinator, DAS  
Kelly Carroll, Administrative Assistant

**I. Call to Order**

Chairman Marcia Breithaupt called the meeting to order at 6:30 PM.

**II. Attendance**

Attendance was taken and a quorum established.

**III. Approval of Agenda**

*Cindy Harrold moved to approve the agenda. Second by Michael Simonik. Carried unanimously, 5-0.*

**IV. Approval of Minutes of May 21, 2013**

*Michael Simonik moved to approve the minutes of May 21, 2013, as presented. Second by Dan Martin. Carried unanimously, 5-0.*

**V. Old Business**

**A. Director's Report -**

**Amanda Townsend** reported on the following:

- A new Administrative Assistant, Kelly Carroll, had been hired and was introduced to the DASAB. Amanda described her background and the extent of her responsibilities at DAS.
- Ongoing project of employee evaluations, conducted every summer.
- Budget preparation was completed and will be presented to the BCC at their upcoming Workshop on Thursday and Friday (6/20 and 21). She noted the Public Services Division portion of the budget was tentatively scheduled for Thursday.
- The DAS telephone system was in the process of being re-programmed with an automated choice menu, which will facilitate the day to day phone operations.
- The Ordinance requirements were being reviewed with the ACO's by Supervisor Darcy Andrade, with ongoing training on any new changes.
- The Standards of Care document will be rolled out along with a few Ordinance changes at two BCCC meetings in September.
- Re-organization and re-arranging was ongoing to better utilize space for a larger adoptable cat room and new storage area.

**Melissa Shyan-Norwalt** reported:

- A six month analysis of adoptions and euthanasias from January to June of 2012 compared with the same months in 2013 showed a 27% increase in cat adoptions; 33% in dog adoptions; 40% increase in kitten adoptions and 10% in puppy adoptions. All percentages dropped for euthanasia; 28% for cats; 37% for dogs; 30% for kittens and 90% for puppies.
- Contributing factors were a mix of advertising, volunteer and staff participation, the kitten kindergarten room and somewhat fewer intakes.
- Melissa was encouraged the numbers were moving in the right directions.

**Dan Martin** asked what threshold, regarding the euthanasia rates, would need to be reached to be considered a no-kill shelter.

*Amanda Townsend responded the No-kill Nation defines it as “saving 90% of healthy adoptable animals”; however, interpretations of “healthy” and “adoptable” may vary.*

Dan also inquired about the air conditioning and emergency generators in the re-organizing process.

*Amanda Townsend responded Building One was air conditioned and had emergency back-up generators.*

**Dan Christenbury** reported:

- WINK TV did a morning show from DAS at the initiation of the Kitten Kindergarten and a clip was shown on WINK News.
- A video of the Lecture Series was available on the web site.
- E-mail Marketing was up and running
- Fort Myers News Press printed a piece about the changes in the Dangerous Dog definitions in the Animal Control Law.
- Fox Four will be doing a story on Adopt a Cat Month (June)

#### **B. 7-Day Full Operations Funding**

**Amanda Townsend** reported the County Manager had seen the request memo and decided the item would be best brought forward by the public. She could offer some guidance; but, the DASAB would need to decide how to best proceed. A lengthy discussion followed culminating in the DASAB’s decision to move forward with the proposal; since it had been on the DASAB Priority List for some time and citizen’s requests were ongoing.

*Dan Martin moved to recommend DAS draft a letter of support for appropriating the necessary funds to move to a 7-day schedule at DAS. Second by Marcia Breithaupt. Carried unanimously, 5-0.*

Amanda Townsend will draft the letter. Vice Chairman, Marjorie Bloom will present the motion and drafted letter to at the Public Services portion of the BCC budget meeting; accompanied by several members of the public.

### **VI. New Business**

#### **A. Budget Presentation (FY 14 Budget handout)**

**Amanda Townsend** reviewed the various categories and fund sections of the proposed Budget and explained how determinations were made. Performance measures, projections and net costs to the General Fund were noted.

The DASAB questioned why a veterinarian or vet tech had not been hired; how many employees it would require and the actual cost of 7-day opening.

*Amanda explained:*

- *The scarcity of qualified Vet Techs/Veterinarians willing to work for the County DAS*
- *Two full-time and one part time person would be needed, at a cost of approximately \$106,000.*

**B. Facility Entrance (handout- graphic fence design)**

**Amanda Townsend** explained the entrance challenge at the present time due to the road construction. She had looked into the use of banners or flags to denote the entrance; but, that may not be feasible due to distraction to drivers. A possible inexpensive solution was provided by an entrepreneur for a snap-in design of the DAS logo placed on fencing along the street. The cost was \$300 for the do-it-yourself innovation. She noted the tree blocking the view of the entrance sign was growing taller. Removal of the tree was not an option.

*Dan Martin moved to recommend installation of the design just as it appears in the graphic fence design and removal of all landscaping along the fence. Second by Marcia Breithaupt. Vote was 4-1 against. Motion did not pass.*

After a brief discussion, the DASAB members agreed they were very much in favor of the design, along with trimming the vegetation beneath the sign. Dan Martin favored removal of all vegetation.

*Marjorie Bloom moved to recommend adopting the design and installation matching the graphic fence design presented; and, the trimming and maintaining of any obstructive vegetation in front of the design. Second by Cindy Harrold. Carried, 4-1. Dan Martin voted against.*

**VII. Public Comment**

**Michele Antonia** spoke about the need for a full time ACO in Immokalee and in Everglades City; and, a third full time ACO in between those two locations. She advised those who could not attend the BCC meeting to call each of the Commissioner's offices to leave comments with their Aide. She provided an easy, simple way to do so with one phone call.

**VIII. Advisory Board Member Comments**

**Dan Martin** commented on an article about a sting operation on backyard breeders in Lee County, which will be going through the courts. He inquired if Collier County would do the same. His concern was that Lee County offenders would pursue activities in Collier County without the same type of retribution. *Amanda Townsend responded a Public Awareness campaign associated with the breeder regulations would definitely be conducted. However, she did not foresee a duplication of the Lee County operation.*

**Marjorie Bloom** thanked Amanda Townsend, Kathy Drew and Dr. Melissa on behalf of all the volunteers for their compassionate care for the animals. She cited the length of time and care for *Angel* who was at the shelter since January, an unusually long time for a shelter to keep an animal. She also praised Annie for her "clicker training skills" and Dan Christenbury for the great videos. *Amanda responded by recognizing Marjorie Bloom, Patty Teulet and Annie for their constant interest in improving the volunteer/staff dialogue and pro-active leadership.*

June 18, 2013

**Michael Simonek** reported the number of transfers to the Humane Society for the month was 64. Since the beginning of 2013, the number was 336: (1 rabbit, 151 cats and kittens, 184 dogs and puppies)  
*DAS thanked the Humane Society for their part in lessening the euthanasia list and reciprocating with adoptions.*

**Marcia Breithaupt** asked who pays for Spay & Neuter in rescue pick-ups.  
*Amanda Townsend responded Rescues pay \$20.00, which includes full service. Ear notched cats would be transfers - to Humane Society or where staffed by a Veterinarian, no prior spay and neuter is done.*

She also asked about seeing signs for adopting dogs- should DAS be notified?  
*Amanda Townsend responded once the Ordinance is in place and voted upon, registrations will roll out in October, with full enforcement in November.*

**XI. Adjournment:**

*Michael Simonik moved to adjourn. Second by Cindy Harrold. Carried unanimously, 5-0.*

**There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 7:36 PM.**

*Next Advisory Board Meeting is scheduled for July 16, 2013 at the Domestic Animal Training Room, Davis Blvd., Naples, Florida.*

**COLLIER COUNTY DOMESTIC ANIMAL SERVICES**

---

**Chairman Marcia Breithaupt**

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