

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

Naples, Florida, January 21, 2014

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 P.M. in REGULAR SESSION at Domestic Animal Services Resource 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(excused)

ALSO PRESENT: Darcy Andrade, Interim Director, DAS
Melissa Shyan-Norwalt, Operations Manager, DAS
Kellie Carroll, Administrative Assistant

I. Call to Order

Chairman Marcia Breithaupt called the meeting to order at 6:31 P.M.

II. Attendance – Establish a Quorum

Attendance was taken and a quorum established.

Several members of the Public were also in attendance.

III. Approval of Agenda:

Marjorie Bloom moved to approve the agenda. Second by Cindy Harrold. Carried unanimously 4-0.

IV. Approval of Minutes: December 17, 2013

This item was moved to the next meeting, February 18, 2014.

V. Old Business:

A. Director's Report

Darcy Andrade reported on the last BCC meeting at which the DASAB had requested the BCC to consider their recommendation to revise the Collier County Domestic Animal Services Fee Policy regarding Waiver of Fees; approved at the DASAB meeting on December 17, 2013. The recommendation concerned allowing for some discretion in the Waiver of Fees.

The BCC requested a clearer defining of the circumstances on which waivers would be granted. They also requested a quarterly report of the instances of each waiver granted.

B. Fee Policy Revision

Darcy Andrade distributed copies of the Executive Summary recommending the adoption of a Resolution amending the current Fee Policy; changing **A. No Waiving of Fees** to:

“A. Waiving of Fees. The Board of County Commissioners shall set all fees and charges. Fees may be waived in accordance with policies articulated herein, such as under certain conditions upon reclaim, when fees are sponsored by donors, and fees for service animals and animals in safekeeping. Fees for field surrenders and board for quarantine may be waived at the discretion of the Director when to do so will prevent the suffering of an animal or ensure public safety and no reasonable alternative to waiving the fee exists. Such waivers shall be brought before the Board in quarterly reports for after-the-fact ratification.”

Marjorie Bloom moved to recommend the BCC approve of the Revised Resolution regarding the change to the DAS Fee Policy as presented in the Executive Summary. Second by Marcia Breithaupt. Carried unanimously, 4-0.

VI. New Business

Darcy Andrade presented ideas which DAS could offer such as:

January 21, 2014

- Town Hall type meetings and Open Forums quarterly to air issues and brainstorm ideas approximately four times a year.
- Group meetings with the various animal welfare groups in the County to hear in put from them at least twice a year.
- Bi-monthly Advisory Board Meetings at which actions and information from the public forum meetings would be brought forth.

The DASAB brought up several questions and generally approved of Darcy's ideas, stating public awareness and a pro-active approach considers everyone's needs.

Darcy asked the DASAB to think about these actions and revisit them at the Strategic Workshop coming up at the March meeting.

She asked what statistical information the DASAB would like to see going forward. She provided the current stats for the citations issued during December.

Darcy Andrade then presented the reports of Dan Christenbury and Kathlene Drew who were not able to attend the meeting.

She reported on the media attention caused by horses injured when attacked by 3 pit bulls, which were subsequently shot by a neighbor protecting the horses.

Also mentioned was a number of cats brought to the shelter by a lady who participates in the TNR program. Darcy noted these incidences were reminders of the importance of keeping pets on properties or inside homes.

She reported on the following Volunteer events:

- Volunteers took several dogs to the Farmers Market for a very successful day. The Pit Bull Crew had a kissing booth and a nice display.
- Saturday was the I Love Pets Fest with Pet Races
- Sunday, the Pets on Third event also had a kissing booth. Even the Mayor kissed a dog.
- Photos will be put on Facebook.

Darcy announced two ACO's were given congratulations for completion of the level one Cruelty Investigation course.

Dr. Melissa Shyan-Norwalt reported on shelter activities. She stated procedures had been added to conduct weekly weigh-ins which helped in tracking health conditions.

She announced the shelter assessment she and Dr. Karen Brown had been working on and provided copies of the assessment and action plan in a 3-page handout.

The assessment is titled *Koret American Shelter Veterinarian Analysis*, put out by the University of Florida, to allow for shelter managers to self evaluate their programs. Based on the *Guidelines for Standards of Care in Animal Shelters*, it is divided into twelve sections.

Dr. Shyan-Norwalt and Dr. Brown provided, in their Preliminary Report, their conclusions - areas of successes and areas needing improvement at DAS. The Shelter scored well on 70% of the areas; 28% needed improvement; 2% were not applicable. She provided a breakdown of the strengths and weaknesses and plans for changes which will be discussed at the Strategic Planning meeting. Three items were of top concern:

1. Cat resting places and feeding areas at required distance from litter boxes
2. Isolation/separation areas for sick animals – not enough space
3. Stimulation for long-term residents

Several comments and suggestion were provided by the DASAB members who complemented Dr. Melissa on the work that went into the report.

VII. Public Comment

A. Lynda Lategano a volunteer at DAS read from an article published concerning the great work that goes on at the shelter and the wonderful care and compassion of those taking care of the animals. She stated the volunteers are more than willing do whatever was necessary to help DAS. She asked that the web site be adjusted to make it easier to go through the available adoptable pets and make it easier to use.

B. Michele Antonia asked if the pit bulls that attacked the horses were strays. *Darcy Andrade responded: There was no previous history on the dogs and the owners were known.*

Michele commented that the website was a very good tool for dispensing information; but, not everyone in Collier County has a computer or access to one or would even know how to use one. She asked that consideration be given to those who most likely do not know the laws, by using door-to-door contact, flyers or radio to get the messages out.

Gisela Rowley welcomed Darcy Andrade and looked forward to an open eye and ear to public comments.

VIII. Advisory Board Member Comments:

Dan Martin asked if the statistics report could be broken down by areas of the County regarding citations and complaints. He also asked if owner of the pit bulls that attacked the horses was cited.

Darcy Andrade stated they were cited.

Marjorie Bloom asked to have the Maddie Fund explained.

Melissa Shyan-Norwalt explained it was a grant from the University of Florida whereby they come in for a period of approximately two weeks and evaluate the shelter from top to bottom. They give an extensive list of recommendations of what is needed.

Marjorie also noted the extensive cleaning process that went on over Christmas and the appreciation of the staff for all their efforts. She expressed the idea that a volunteer should be a position on the DASAB and the Ordinance should be changed. To that end,

Marjorie Bloom moved to propose a recommendation to the BCC that there always be a Volunteer as one of the categories to serve on the Domestic Animal Advisory Board. Second by Dan Martin. Carried unanimously, 4-0.

Cindy Harrold asked about a report on the dog sent to rehab in New Jersey.

Melissa Shyan-Norwalt responded the dog had a delayed arrival into New Jersey and a report will be forthcoming.

January 21, 2014

Chairman Marcia Breithaupt questioned a statistic report by one of the volunteers showing 353 cats and 615 dogs adopted for the year.

Statistics will be checked with Kathlene Drew, who oversees the Volunteer Newsletter.

Cindy Harrold moved to adjourn the DASAB meeting. Second by Dan Martin. Carried unanimously, 4-0.

The next meeting of the DAS Advisory Board will be February 18, 2014 at 6:30 P.M.

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 7:23 P.M.

Collier County Domestic Animal Services

Chairman Marcia Breithaupt

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