

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

Naples, Florida, April 18, 2017

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: James Spartz
VICE CHAIRMAN: Marjorie Bloom
SECRETARY: Patrice Worcester
James Rich
James Seabasty
Mary Baker
Aimee Leteux (late)

ALSO PRESENT: Darcy Andrade, Director, DAS
Kyra Lynch, Shelter Operations Manager, DAS
Dan Grossi, Field Operations Manager, DAS
Kellie Carroll, Administrative Assistant, DAS
Steve Carnell, Department Head, Public Services
Claude Nesbitt, Project Manager, Facilities

I. Call to Order

Chair James Spartz called the meeting to order at 6:30 p.m.

II. Attendance

A quorum was established.

Kellie Carroll presided over the projector displaying the Agenda packet.

III. Approval of Agenda

Marjorie Bloom made a motion to approve the agenda, there was a second and the motion carried 6-0 (Aimee Leteux not present at time of vote).

IV. Approval of Minutes of the March 21, 2017 Meeting

Marjorie Bloom made a motion to accept the minutes of the March 21, 2017 meeting, there was a second and the motion carried 6-0 (Aimee Leteux not present at time of vote).

V. Director's Report

Darcy Andrade advised the Board that during the month of May, DAS will run a promotion that offers \$15.00 microchips to the public. DAS will also be holding the next Adoptathon. During the previous Adoptathon, 74 animals were adopted. She also advised that a recent event held at the Texas Roadhouse raised \$4800.00 for the shelter. The funds will be used to sponsor animal adoptions.

Ms. Andrade stated that she will be conducting Volunteer Orientation on Saturday, April 22nd and on Thursday, April 27th. DAS will be interviewing for the Volunteer Coordinator position on Monday, April 24th. She also announced that a Training Coordinator for DAS has been approved to ensure consistent training of all staff in an attempt to reduce turnover.

Ms. Andrade reminded the Board that a Town Hall meeting is scheduled for the month of June and asked for suggestions on a possible topic.

Ms. Andrade informed the Board that last year's live release rate exceeded 80%. For the current year, the live release rate is 90% for all animals. The live release rate for dogs is currently 95% and the live release rate for cats is 83%.

Dan Grossi advised the Board that Field Operations is fully staffed and the most recent hire has completed his training and is working on the road. He also told the Board that Field Operations is moving to electronic citations and Animal Control Officers will have printers in their vehicles. He stated that there was a 75% compliance rate for Notices to Comply and he is hoping to increase that percentage this year.

Kyra Lynch stated the Shelter Operations is fully staffed at this time.

VI. New Business

A. Feasibility Study

Ms. Andrade introduced **Steve Carnell, Department Head, Public Services** and **Claude Nesbitt, Project Manager, Facilities**. **Ms. Andrade** then delivered a PowerPoint presentation to outline the results of the study.

There was one public speaker on this topic. **Mr. Brad Estes** discussed the AUIR and the implications on the future needs of DAS.

Marjorie Bloom asked if the Architect doing the design work will be one that specifically works on animal shelters. **Steve Carnell** advised that during the bidding process, points will be awarded to companies with experience in designing for shelters. **Ms. Bloom** also inquired if the meet and greet play yard will be part of the upgrades. **Darcy Andrade** advised that there is already a plan for that play yard.

B. FY18 Budget

Darcy Andrade informed the Board that she took last year's comments from the Advisory Board and incorporated them into budget planning for FY18, including an increase to the marketing portion of the budget. She requested two expanded positions, one (1) Vet Tech and one (1) Animal Care Specialist for the clinic, but only the Vet Tech position has been approved. **Ms. Andrade** stated that she is waiting on approval of several other items including a walk-in freezer, new cat cages for the lobby and storage sheds. The cages and sheds are items that were recommended in the Shelter Assessment.

There was one public speaker on this topic. **Mr. Brad Estes** recognized **Steve Carnell** and **Leo Ochs** for responding to concerns about air conditioning in the kennels. He also stated that he believes that the budget should be prepared based on the needs of the facility, not based on a pre-set percentage of the current budget. He inquired if it may be necessary to go back to the Board of County Commissioners to report on the needs of DAS.

Marjorie Bloom inquired on the status of the Intake Coordinator. **Darcy Andrade** stated that the position will be posted once the most recently hired Animal Care Specialist has completed their phase training. **Ms. Bloom** also asked about the plan to improve signage and was advised that DAS is already seeking quotes for the signs and then when all quotes are submitted, signs will be ordered. **Ms. Bloom** also requested an update on the installation of a sound system. **Ms. Andrade** advised that the sound system is on hold pending decisions about the Feasibility Study. She explained that it doesn't make fiscal sense to install a sound system in building that may soon be renovated or demolished.

Ms. Bloom thanked Board member **Mary Baker** for taking Charlie (a dog located at the Immokalee shelter) to Lucky Dog to work on his training. She also stated that **Darcy Andrade**, **Kyra Lynch** and the DAS staff have done a wonderful job.

VII. Public Comment on General Topics Not on the Current or Future Agendas

Mr. Tom Kepp stated that SNIP Collier has spayed or neutered nearly 700 dogs in the past three years, but that they need more help. He would like the ordinance changed because the current ordinance doesn't address accidental litters or hobby breeders and that it doesn't prevent people from breeding dogs and giving the puppies away. He would also like the ordinance to require that people take the puppies to a veterinarian.

Darcy Andrade stated that there is a loop hole in the state statute because although you can't sell animals, you can charge a re-homing fee. She also stated that the loop hole doesn't exist in Collier County. **Ms. Andrade** advised that Collier was one of the first counties to require Breeder Permits.

Patty Teulet thanked **Steve Carnell**, **Darcy Andrade** and staff for the temporary air conditioning.

Bridget Bannon discussed her concerns about the cats in the Administration Building. She mentioned that other agencies have free roaming cat rooms and advised that the Administration Building isn't conducive to cat adoptions. She stated that the lobby is really noisy and that dogs that are brought into the lobby lunge at the cats. She stated that the lobby area needs to be reconfigured.

Brad Estes inquired about the Intake Coordinator position. **Kyra Lynch** advised that DAS is waiting for the most recently hired Animal Care Specialist to finish with rotational training.

Jim Rich asked what the primary duties of an Animal Care Specialist are. **Ms. Lynch** advised that the duties include cleaning, feeding, medicating, working at the front desk as well as other tasks.

VIII. Advisory Board Member Comments

Jim Rich discussed ideas to increase cat adoptions. He stated that For the Love of Cats makes follow up phone calls to adopters to check up and stated that the phone calls lead to repeat adoptions.

Kelly Hyland requested the opportunity to speak and received permission from the Board. **Ms. Hyland** requested that **Darcy Andrade** explain the process for ordinance updates. **Ms. Andrade** advised that the process is different from past ordinance changes and that changes currently being worked on are based on recommendations from the Shelter Assessment. She also stated that suggestions for ordinance revisions come from public comments. Any possible changes are routed through the County Attorney's Office to check for legality.

Mary Baker stated that she strongly agrees with the comments made by **Tom Kepp**. She also discussed ways to help promote the shelter. **Ms. Baker** suggested creating a presentation written from the point of view of a dog or cat as they arrive at the shelter until they are adopted. She also mentioned that a future Town Hall meeting could be arranged as an open house and pet fashion show.

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Jim Rich made a motion to adjourn, there was a second and the motion passed 6-0 (James Seabasty was not present at time of vote).

The next regularly scheduled Advisory Board Meeting will be on Tuesday, July 18, at 6:30 in 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 7:50 p.m.

COLLIER COUNTY DOMESTIC ANIMAL SERVICES

Chairman James Spartz

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