

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

Naples, Florida, October 20, 2009

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: Michele Antonia
VICE CHAIRMAN: Marcia Breithaupt
Dr. Ruth Eisele
Sergeant David Estes
Tom Kepp, Jr.
Sabina Musci
Jim Rich

ALSO PRESENT: Amanda Townsend, Director of DAS
Kathlene Drew, DAS Volunteer Coordinator
Nan Gerhardt, DAS Shelter Manager
Hailey Alonso, DAS Administrative Assistant

I. Call to Order:

Chairman Michele Antonia called the meeting to order at 6:35 P.M.

II. Attendance:

Roll call was taken and a quorum established

III. Approval of Agenda:

Add to Old Business: Ideas for Breeders- handout for future discussion (item G)
Dr. Ruth Eisele

Add to New Business: Proposed support to entities offering low-cost solutions to animal related issues (item B) – **Amanda Townsend**

Marcia Breithaupt arrived at 6:37 pm.

Sgt. David Estes moved to approve the Agenda, as amended. Second by Sabina Musci. Carried unanimously, 7-0.

IV. Approval of Minutes: September 15, 2009

Corrections: Pg. 3 item C - Cat *Coalition* (spelling)

Pg. 3 item C – 1st sentence- replace *clarification* with *a report*

Pg. 3 item C, Pg. 4 last sentence and Pg. 5 under **Speaker**

Michele **Antonia** (spelling)

Pg. 4 item VII 1st sentence – **clarification** – the 50 cents refers to the *euthanasia agent* used not the cost to euthanize.

Dr. Ruth Eisele moved to approve the minutes of September 15, 2009, as amended. Second by Jim Rich. Carried unanimously, 7-0.

V. Old Business

A. Directors Report

Amanda Townsend:

- Referred to two documents included in the information packets which she had been asked to prepare for the new County Manager, Leo Ochs.
 1. A “White Paper” on DAS Services which are mandated by the State versus those governed by local Ordinances and those which are elective Public Services.
 - A series of data and graphs of a four-year snapshot of Departmental Statistics from FY ’06 thru FY’09.
 - Preparation of a comprehensive financial and enforcement statistics package will presented next month for discussion.
 2. A summary of adoption program animal outcomes over the last four years and a bulleted list of promotional efforts for adoptions.
 - 15% of all adoptions go to rescue groups (20% last year)
- She noted the data collection and reporting process was to help improve statistics and use them to make improvements as well as to make good decisions with business practices.
- Asked the Board to review all documents for discussion for next month...

B. Departmental Statistics and Reports (September, 2009)

Amanda Townsend provided the statistical graphs and reports for the past month, Review and discussion of the monthly statistics followed. Suggestion was made to provide the statistics on a quarterly basis rather than monthly; thereby providing a better evidence of trends.

Jim Rich moved that the DAS statistical charts be provided quarterly instead of monthly. Second by Sgt. David Estes. Carried unanimously, 7-0.

C. 2010 DAS Potential Projects (handout)

Jim Rich distributed the list of Potential Projects showing the polled number of votes for each of the ten (10) Projects, providing the DASAB with a priority list for addressing the various issues. The prioritized list and its current status follows:

- #1 Revised animal control ordinance to accommodate the practice of TNR (trap neuter & release)
Already submitted to BCC and looks to be implemented by January
- #2 Improved enforcement (revise animal control ordinance to include anti-cruelty measures such as anti-chaining)
In progress and looks to be implemented by January
- #3 Support spay-neuter programs
Too vague at this point and needs a plan
- #4 Regulate dog and cat breeding
Too vague at this point and needs a plan
- #5 Improve licensing enforcement policies
Already assigned to staff person as part of their action plan for the year
- #6 Foster Program
Item not wholly in DAS control. Consult needed with Risk Management
- #7 Improve licensing process (Implement WebVet and WebLicensing services through Chameleon)
Already assigned to staff person as part of their action plan for the year
- #8 Offsite Adoptions
Staff has several ideas to be discussed on this item
- #9 Strengthen local pet lemon laws
Too vague at this point and needs a plan
- #10 Humane education program
Already assigned to staff person as part of their action plan for the year

Each item was discussed at length. The original votes of each Board Member were filed with staff.

Shot clinics and their locations were discussed

Six other voted items having lesser priority will be part of a longer-term, ongoing process. The 10 items above will be worked on simultaneously.

Asked what the DASAB could do to assist staff in accomplishing the list of projects, Amanda said a vote *for* item VI. A-2. New Business would be a good start.

D. LDC Regulations regarding Animals

Amanda Townsend, having consulted with the County Attorney's office will present a General Executive Summary proposing changes to three areas of the Animal Control Ordinance (finalized language and action plan to follow) to the BCC, for their direction, on their November 10, 2009 agenda. (Priority item #1 TNR). It will go into effect, upon BCC approval, January, 2010.

Licensing fee policy for non-altered animals will be on the agenda for Nov 10.

Added Agenda item B under New Business was discussed next as part of policy changes discussions.

Amanda Townsend spoke about a proposal to the BCC for policy level decisions regarding publicly supporting entities offering low cost solutions to animal related issues. Discussed were:

- Allowing promotion of vaccination and licensing at Spay & neuter and shot clinics; DAS issued 14,000 licenses last year.
- If cost is a deterrent need, low-cost alternatives for licensing compliance
- Officer in fields can promote low cost alternatives.
- Encourage establishment of on-going relationships with local veterinarian
- Rescuers sell license at adoption
- Rabies shot required to get license –Questioned if physical exam is required

Amanda will check into the last two items

G. Added Agenda item (G) was discussed next with animal issues discussion.

Dr. Ruth Eisele distributed a handout regarding some ideas for breeder regulations for the DASAB to review and comment on at the next meeting. She had met with several legitimate breeders for their input.

An informative discussion ensued. Future input was requested.

This item will be put on the November DASAB agenda.

Amanda Townsend provided the DASAB with a copy of a Memorandum from Zoning and Land Development Director to her staff regarding an interpretation of 'kenneling' in the Estates area, as indicated in the LDC, for review and future comment. The three dog limit appears to be reversed, leaving DAS an issue with enforcement and with hoarding cases.

E. Microchip Research Policy (handout)

A Draft was distributed of Microchip Research stating the Policy, Effective date and Procedure regarding DAS efforts to re-unite impounded animals with their owners; and the micro-chip policies, taken from part of a larger project regarding the Shelter Manager Policy and Procedures Manual updating...

F. Procedures for Advisory Committee

Chairman Michele Antonia addressed the 2005 Procedures for Advisory Boards documents used by all County Advisory Boards. The items were reviewed and updated with the following changes proposed:

Page 2 –Meeting Agenda item #8 – the 3rd sentence is to read:

“Any advisory board member, in the case of an advisory board or a subcommittee member in the case of a subcommittee, may place an item on the agenda by submitting it to the staff liaison prior to the deadline for publishing the notice of such meeting.”

Jim Rich moved to recommend adoption of the Procedures for Advisory Committee guidelines to include the amended proposed changes. Second by Tom Kepp. Carried unanimously, 7-0.

VI. New Business:

A. Proposed Changes to the Animal Control Ordinance

1. Replace Three Person Panel with Special Magistrate for Dangerous Dog Appeals Process

Amanda explained the benefits of this change followed by a brief discussion.

Sgt. David Estes moved to recommend approval to remove the three person panel and assign the Dangerous Dog Appeals process to the Special Magistrate. Second by Marcia Breithaupt. Carried unanimously, 7-0.

2. Accommodate the Practice of Trap, Neuter and Return of Feral Cats

Dr. Ruth Eisele moved to recommend approval to accommodate the practice of Trap, Neuter and Return (TNR) of feral cats. Second by Tom Kepp. Carried unanimously, 7-0.

3. Include additional Anti-Cruelty Provisions, including Anti-Chaining

Brief discussion and explanations of anti-chaining followed.

Control Marcia Breithaupt moved to recommend approval to include in the Animal Ordinance, additional Anti-Cruelty Provisions, including Anti-Chaining. Second by Tom Kepp. Carried unanimously, 7-0.

Amanda Townsend noted the added agenda item B. under New Business previously discussed could be voted upon should the DASAB choose to take a vote.

Tom Kepp moved to recommend approval to propose support of entities offering low cost solutions to animal related issues to the BCC. Second by Jim Rich. Motion passed 6-0. Dr. Ruth Eisele abstained due to a conflict of interest.

VII. Public Comments

Kelly Fox

- Spoke about VSA shots at stores and asked if not having an exam would preclude a dog from getting a rabies shot or put it in jeopardy.

Dr. Ruth Eisele responded it would not.

- Encouraged giving referrals to spay & neuter clinic since it's a one time event. Then stress the need for a veterinarian for future life of the pet.
- Education and adoption should be at top of the priority list.
- Questioned why citation not given as well as surrender of four puppies

Amanda responded it's the Officers discretion and was in accordance with the Animal Control Ordinance. A second complaint will result in a citation

- Breeder's licenses – check on breeders annually to assure compliance.
- Herding dog – selected for euthanasia good reason
- Asked about tracking records for adoption per animal, how many times put out from adoption and when selected by staff for euthanization

Amanda responded detailed records are kept on all animals. Every effort is taken to promote adoptions. Several criteria are used prior to euthanization...

VIII. Advisory Board Members Comments

Marcia Breithaupt stated the discounted training discount certificates donated for adopt a dog month incentive packages may be passed out to anyone.

Also, Jeannie Bates, a dog trainer, has offered to evaluate the in-house Labrador as a possible service or therapy dog.

Tom Kepp asked Amanda to provide a follow-up of additional infractions after warnings were given out.

The next meeting of the Domestic Animal Advisory Board is December 16, 2008.

There being no further business for the good of the County, the meeting was adjourned by the order of the Chair at 8:38 P.M.

Collier County Domestic Animal Services

Chairman Michele Antonia

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