Animal Care and Control Oversight Commission  
Meeting Minutes October 22, 2013  
7:00 p.m. Quarterly Meeting  

ACCOC MEMBERS PRESENT: Veronica Dougherty, Kerrianne Hanlin, Laura Hudson, Ricky Lewis, and Lyn Yelton (Chair)  

COUNTY STAFF Administrator Al Wein  

Quarterly Meeting called to order at 7:00 p.m.  

The Commission meeting began with an update on the previous issue of visibility to the public. Lyn Yelton commented that she had seen new signs posted for the shelter and was pleased to see them posted. Jen Callahan of A Buddy for Life (A.B.F.L.) mentioned that a total of three new signs have been posted to better direct the public to the shelter. In addition, Jen presented ABFL's new information flyer for the public which was both informative and educational. The A.C.C.O.C. agreed that the new flyer looked good and were pleased with the information it provided. These flyers will be available at the shelter, from animal control officers, local pet shops, and some veterinary clinics. Ms. Callahan announced the shelters open house on October 26, 2013. Ricky Lewis recognized A.B.F.L. for making themselves available at community events such as the Fire Awareness Day where A.B.F.L. set up a display to educate the public as well as provided opportunity for adoption exposure for animals from the shelter. Jen also mentioned officer Hawkins was in the process of working on securing funds for a disaster relief trailer for the county. Mr. Hawkins is trying to secure a matching grant to purchase the trailer which comes fully equipped. A.B.F.L. also announced that officer Buckley just finished her training and had acquired her certification as a animal control officer.

Lyn Yelton (Chair) repeated the announcement from Executive Moore that the county would defer the implementation of section 142 as it pertains to kennel licensing application forms and fees until April 1, 2014. This does not apply to dog licenses.

A.B.F.L. reviewed the quarterly report with the A.C.C.O.C. The Commission did not have any questions concerning the incident reports provided by the officers. As the rest of the report was reviewed the Commission asked the following questions:

Question: How many dogs are currently in care at the shelter as oppose to foster care?  
Answer: A.B.F.L. said that they had 118 dogs total but would have to get back to the Commission on how that number was broken down.

Question: Is the current space adequate for the shelter to operate?  
Answer: Ms. Callahan replied that more space would always be welcome but they would continue to work with what is available. Callahan also expressed that they have been working with local rescue groups to help foster and help gain more public exposure for the animals.

Question: How many staff are at A.B.F.L.?  
Answer: It was reported that the staffing included seven full-time staff, one part-time staff, and two animal control officers. When asked if she thought the staffing was adequate, Callahan said that the current staff was adequate to handle the current needs of the shelter but she is looking to increase her volunteer numbers to better serve the county.

Question: Does A.B.F.L. operate on a calendar year or fiscal year?  
Answer: Calendar year.

Question: Did the county pay additional money beyond the contract amount to train officer Buckley for her recent certification?  
Answer: No additional money was awarded to A.B.F.L. beyond the original contract amount.
Question: What is the current rent being paid by A.B.F.L.?
Answer: 15,000 a month. (The recent increase in rent was due to renting more kennel space).

Question: Are you concerned that your bank ledger gets low some quarters?
Answer: Yes. That is why they are currently working with a financial consultant to make the money go farther.

Question: Why are there vet charges on the books for other veterinarians?
Answer: Because some vets. are used for different specialties and for emergency purposes. (ie. Horses).

Question: Who is your in-house veterinarian?
Answer: Dr. Mindy Carletti.

Question: Have you invited any other vets to work for your facility?
Answer: No, not yet.

Question: Do you think other local veterinarians would volunteer?
Answer: If they were willing it would be a possibility.

The Commission then took public comment.

Question: What vaccines do you use on your cats?
Answer: 3-way vaccine.

Question: Where are the dogs kept?
Answer: Kennel runs, large dog crates, also in outdoor and indoor runs.

Question: What is an animal control incident?
Answer: Any time an officer responds to a complaint or finds something on patrol is an animal control incident.

Question: Do they patrol?
Answer: Yes

Question: What is a reliable volunteer?
Answer: Someone who is reliable

Question: Can volunteers have hours logged?
Answer: Yes.

Question: What was the result of Administrator Al Wein’s visit to A.B.F.L. and what qualifies him to do inspections?
Answer: Mr. Wein said he did not see anything of alarm but he also acknowledged that he was not an expert in the field. He mentioned that a inspection would be conducted by an expert in the field of shelter medicine that was agreed upon by both parties.

The meeting was concluded at 8:45 pm.

Secretary: [Signature]

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