Animal Care and Control Oversight Commission
Meeting Minutes October 3, 2013
7:00 p.m.

ACCOC MEMBERS PRESENT: Veronica Dougherty, Ricky Lewis, and Lyn Yelton (Chair)

A Buddy for Life Representatives: Jen Callahan, Dr. Mindy Carletti, Jerry Hawkins

COUNTY STAFF: Al Wein

Meeting called to order at 7:10 p.m.

Lyn Yelton began the meeting by telling the Commission she had spoke with the County Executive Tari Moore, about allowing a grace period for applicants as discussed in our last meeting. She then introduced Administrator Al Wein to explain the proposed application deadline date of April 1, 2014. Mr. Wein explained that the new date was selected to give time for the Commission to complete the review process and recommend a course of action. In addition this date was selected to established an annual renewal date. Making applications easier to track for the A.C.C.A. and applicant. Mr. Wein also outlined a timeline for the process of making legislative changes to the applications in question. The Commission would have to decide to recommend legislative changes by November 19, 2013. If the Executive decides to follow the recommendations then a bill would be introduced. After a public hearing on December 17, 2013 the changes would then be considered by the legislators January 7, 2014. If changed, then educational meetings would have to be held leading up to the April 1, 2014 deadline.

The Commission then began a review of the questions that were raised at the previous meeting and presented to A Buddy for Life (ABFL) on behalf of the applicants. The applications that were covered during the meeting included Chapter 142 Appendix 4: Commercial Kennel Lic. and Appendix 6: Hobby Kennel Lic. These applications and associated sections of Chapter 142 were reviewed and commented on by the Commission and members of the public in order to address specific questions that were raised during the application process. ABFL answered these questions during this meeting to help aid in the application process. The questions and answers are included below.

Questions by Appendix:

Appendix 1: Fee Schedule and Appendix 2: Dog License Application were reviewed and found to be clear by the applicant.

Appendix 3: Kennel Inspection Report

Question 2. Does the site provide adequate space for exercising? Some wanted to know what constituted enough exercise.
Answer: The dog must have the access to a kennel run or dog walker that provides two hours of exercise a day.

Question 44. Some applicants wanted to know why the premises are being checked for approval by Planning and Zoning.
Answer: Permission from Planning and Zoning must be received prior to applying in accordance with the application process. This should be attached to the application for verification.
Appendix 4: Commercial Kennel Application

One kennel operator wanted to know why a copy of the grading plan had to be attached and did it apply to existing kennels. He also wanted to know why he had to identify all of his buildings and the use of each.
Answer: Al Wein, County Administrator, verified that the grading plan attachment applied to new construction of kennels and did not apply to existing facilities. ABFL expressed that the identification of each building was to determine if it was part of the business or private. They also needed to know where the animals would be housed for inspection purposes.

With regard to the number of litters produced in a year, the question was raised about when is that litter counted (i.e., When the litter was conceived? When the litter is born? When the animals are of adoptable age?).
Answer: A litter is counted for that year when it is born.

What is considered a reasonable time for inspection? When can the Animal Care and Control Authority (ACCA) come for inspections?
Answer: Inspections can be done during the normal operation hours of the Animal Care and Control Authority, unless it is declared an emergency.

Appendix 5: Veterinary Care

It had been expressed by two kennel owners that they did not know how to fill out this section. They expressed that they had a hard time getting their vet to visit the premises and sign the application.
Answer: Jen Callahan from ABFL explained that this section is simply asking about what activities or practices are followed for each task performed by the kennel in regards to veterinary care. She explained that they only need to describe the processes in which each task is performed, how often, and by whom. She explained they were not looking for a specific answer to each question but simply a description of that kennel’s practices.

Other questions were in regard to justification of the questioning within this section. Those questions included:

Why do dogs have to be seen every six months?
Answer: Dogs that are being bred more than once per year should be seen by a vet to ensure proper health for breeding.

Why do they need to know what kennel operators feed the animals?
Answer: They want to ensure that breeding animals are being fed an adequate diet to support growth.

What do they mean when they say “what is your method of euthanasia”?
Answer: ACCA wants to know if kennel operators are using a vet for euthanasia or if it is done by someone at the kennel. If euthanasia is not performed by a veterinarian, then the kennel must specify who is performing the euthanasia and indicate if this person is certified to do so. This is done to confirm proper euthanasia practices.

Question: Why do they need to know about our breeding pairs?
Answer: The ACCA needs to be aware of any animals being bred that may have severe or
debilitating genetic traits.

Does the veterinarian have to be a MD licensed vet?  
Answer: No the veterinarian does not have to be MD licensed. A veterinarian with a vet license in any state is acceptable.

What is considered an “acceptable” exercise plan? Does my vet simply have to sign to verify?  
Answer: This section was deferred until it could be discussed with Appendix 7. The only thing determined was that the vet of practice should sign this section confirming an exercise program that includes at least two hours of exercise per day. Possible exceptions to this rule will be discussed at a later meeting when time allows.

Appendix 6: Hobby Kennel Application

This Appendix is the application for the Hobby Kennel License. The questions mentioned above in Appendix 4, 5 and below in Appendix 7 apply to these applicants also. Appendix 4, 5 and 7 are required for the Hobby Kennel application and as a result we refer you to the same questions outlined as noted.

Appendix 7: Exercise Plan for Dogs

Question: Some kennel operators have expressed confusion over what is considered “adequate” exercise? Does this have to be the required two hours for all dogs or are there exceptions to the rule, and whether or not a veterinarian can simply sign to confirm that the animal is exercised?  
Answer: The vet of practice should sign this section confirming an exercise program that includes at least two hours of exercise per day. Possible exceptions to this rule will be discussed at a later meetings when time allows. The Commission then concluded the meeting by ending the review process on Appendix 7.

ABFL offered their assistance to anyone who may have difficulties with the application process.

The ACCOC agreed that the next meeting would be held during the quarterly meeting on October 22, 2013.

The meeting was adjourned at 8:50 p.m.

Secretary: [Signature]