



<b>Forsyth County</b> <b>Animal Control Advisory Board</b>  <b>Meeting Minutes</b> <b>September 20, 2012</b>	<b>Dr. Brad Craig, Chair</b> <b>Bruce Bailiff, Vice-Chair</b> <b>Sandra Averitt</b> <b>Toby Cranfill</b> <b>Mitch Cromer</b> <b>Marsha Crumpler</b> <b>Greg Gartner</b> <b>Priscilla Ivester</b> <b>Marcia Potter</b> <b>Jennifer Tierney</b> <b>Dr. Martha Wilson</b>
--	--

**Members Present**

Dr Brad Craig  
Bruce Bailiff  
Toby Cranfill  
Mitch Cromer  
Jennifer Tierney  
Dr Marsha Wilson  
Greg Gartner  
Sandra Averitt  
Marsha Crumpler

**Staff Present:**

Tim Jennings  
Kim Hawks  
Yevonne Sanborn

**Call to Order**

The meeting was called to order by Dr. Brad Craig at 6:02 PM. Staff noted that Marcia Potter, and Priscilla Ivester had notified they would not be able to attend.

- *Minutes* - A motion was made by Dr. Brad Craig on behalf of Priscilla Ivester to change the minutes of the July 19, 2012 minutes to delete "one time per month" in the Outreach, Strategies Paragraph. Jennifer Tierney made a motion that the minutes be approved with the change requested by Priscilla Ivester; motion was seconded by Dr. Martha Wilson and seconded by Toby Cranfill to make additional changes to the July 19, 2012 minutes; the motion was defeated by the members.

**Public Comment**

Mike Floyd asked the members of the board how a pet limit law would affect pet owners; also Mr. Floyd questioned how such a law would be enforced. Dr. Craig advised Mr. Floyd that pet limits was not on the agenda for this meeting. Mr. Floyd was encouraged to check the Advisory Board Agenda for the pet limit topic in future meetings and to return to share his concerns at that time.

**Old Business**

- 5 Year Plan – Mr. Jennings advised the Board that he reviewed the time studies and that updates were underway to quantify the demands on the shelter staff and administrative staff. The workload of the shelter staff, if all are present the daily workload would require 8.5 hrs to complete the daily responsibilities. The office assistants to complete the administrative responsibilities require 16 hrs per day. The management team is currently handling many administrative duties.

- Public Outreach Summary – After an additional 60 days, the responses to the Public Survey are current being secured from the survey vehicle and will be summarized for the board very soon. An additional 13 responses to the Stakeholder Survey will also be summarized and made available to the board. Board members discussed some of the responses and how the information could be utilized to address concerns of the responders as well as the effectiveness of the current licensing process and rabies enforcement versus the previous tax listing approach.
- Strategies – Stay Together Program (STP) – Mr. Jennings advised the board that the training program previously implemented for dogs is being revamped. The plan is to develop a partnership much like the complementary vet visit component of the adoption process.

### **New Business**

- Rabies Clinic – Fall Rabies Clinic is scheduled for October 20, 2012 at the Dixie Classic Fairgrounds, Cattle Barn, from 11:00 am until 3:00 pm.
- Jennifer Tierney indicated an interest in having individuals from board and different disciplines meet, discuss and develop recommendations to address the concerns expressed in the survey and areas of shortfall due to increased demands on animal control department.
- Hearing Tribunal – The next Tribunal Hearings will be held October 18, 2012 and October 25, 2012. Members for the October 18<sup>th</sup> Tribunal are Mitch Cromer, Dr. Brad Craig and Toby Cranfill; October 25<sup>th</sup> members are Dr. Martha Wilson, Dr. Brad Craig, Greg Gartner, and Priscilla Ivester. Written appeals will continue to be reviewed during a business day afternoon to speed up the process.
- Statistics YTD FY August 2011-2012 – FY statistics report for August 2012 showed an increase from last year in calls received, animals impounded, animals adopted, euthanasia, citations, violations, animal bites/quarantine and animal licenses issued. Monthly revenue and animals redeemed decreased. Animal adoptions reached an all time high during the month of August 2012.

### **Adjourn**

Dr. Brad Craig made the motion to adjourn the meeting at 7:45 PM and Dr. Martha Wilson seconded.