



Forsyth County
Animal Control Advisory Board

Meeting Minutes
September 19, 2013

Mitch Cromer, Chair
Dr. Brad Craig, Vice-Chair
Sandra Averitt
Bruce Bailiff
Charles Cahill
Koy Kincaid
Marcia Potter
Tina Sanderson
Jennifer Tierney
Dr. Martha Wilson

Members Present

Mitch Cromer
Dr. Harris Craig
Sandra Averitt
Bruce Bailiff
Charles Cahill
Koy Kincaid
Marcia Potter
Tina Sanderson
Jennifer Tierney
Martha Wilson

Staff Present:

Tim Jennings
Judy Blevins
Karin Burnette

Call to Order

The meeting was called to order by Mitch Cromer at 6:01 PM

- *Minutes* - A motion was made by Koy Kincaid to accept minutes of the July 18, 2013 meeting as written, seconded by Marcia Potter and approved by the members present.

Public Comment

There were no public comments.

Old Business

- *Hearing Tribunals*
Mr. Jennings reported that the revised Hearing Tribunal procedures were positively received by tribunal members, officers, staff, and the public.
- *Stay Together Program: Cat Help Team*
Mr. Jennings reported that the first Cat Help Team session was launched last Saturday, September 14 and was well received by those in attendance. A news piece aired on Fox 8 News on Tuesday, September 17 and it is hoped this will help garner more interest. An event was created on Facebook to share with the over 4,000 followers of FCAC's page. Siamese Cat Rescue has expressed interest in participating in the program, which will take place on the 2nd Saturday of every month. Mr. Jennings is currently working with a team to get a Dog Help Team in place. Mr. Cromer suggested that all new adopters be added to an e-mail list and that they be contacted about these programs electronically.

- *Tether Code*

The new Tether Code went into effect September 1, 2013. FCAC has a complaint code for capturing complaints regarding tethering. If the caller reports existing suffering by the dog it is generally tracked as a neglect or malicious cruelty report. Mr. Jennings reported that during the last 24 months the Animal Control Department has received 582 complaints regarding tethered dogs. The vast majority of these complaints are about inadequate shelter from the elements and general negligence in care.

As earlier discussed this code is expected to add a workload to staff and officers.

New Business

- *2013-14 Work Plan*

Mr. Jennings reported that he presented the 5 year plan to the County Commissioners earlier that day. Changes this year include a formal 10-day response procedure to ensure that all calls are followed up on. Also included is an Enhanced Patrol Program where officers will saturate problem neighborhoods. A new procedure to mail warning letters to nuisance complaints has also been instituted, with the 2nd complaint being followed up by an officer visit.

Internal practices are also being amended to address current workload. New citations are replacing the old ones and will allow for multiple animals to appear on one citation. FCAC also has established a Lead Volunteer Programs to streamline and maximize volunteer effectiveness.

Outreach will be addressed with more volunteer programs for field services and follow ups. Additional steps to increase ACO availability include after hours access to the security gate for police officers only to safely deliver and secure in a kennel dogs they have in custody.

Mr. Jennings proposed staff draft a 2014 Annual Report, which will go over all statistics for the year and propose recommendations to the Commissioners. He noted it will need to be ready early so as to be available for County budget discussions. FCAC intends to request additional staff members, Spay Day funds, and volunteer support training. A draft report will be available for discussion at the November Board meeting and should be approved in December or January at the latest.

The requirements for adequate shelter within the code was discussed and tabled until the next board meeting after members have had a chance to review the documentation from the previous discussion and review in 2009.

- *Hearing Tribunals*

The next round of Hearing Tribunals will be on October 17 and October 22. A schedule was distributed to board members.

- *Rabies Clinic – Shelter Management*

Charles Cahill reported that the next Rabies Clinic will take place at the Fairgrounds on Saturday, October 26 from 11-3. 1 and 3 year rabies shots will be \$5. Dr. Craig will be the lead veterinarian for the clinic. Mr. Cahill stressed that volunteers are needed and encourage board members to contribute their time.

Mr. Jennings reported that former Shelter Manager, Matt Smith, resigned his position at the end of August to go to the Humane Society of Charlotte. The position has been posted internally and is expected to be posted for the public in the next week or so.

- Mr. Jennings went over the August 2013 statistical report.

Other Business

- Mr. Bailiff thanked FCAC for the support provided to the Police Department and Code Enforcement on a recent Operation Impact that was organized quickly.

Adjourn

- With no further business, Mitch Cromer asked for a motion to adjourn. Motion was made by Martha Wilson and was seconded by Sandra Averitt. The meeting was adjourned at 7:31PM.