



Forsyth County Animal Services Advisory Board

July 19, 2018

6:00 PM – 7:30 PM

Forsyth County Animal Control Department
5570 Sturmer Park Circle
Winston-Salem, NC 27105

Priscilla Ivester, Chair
Bill Cowan Vice-Chair
Janice Freeman
Tara Stebbins
Mitch Cromer
Terry Jessup
Amy Pugh, DVM
Cristina Griffin
P.J. Lofland

Members Present

Tara Stebbins	Bill Cowan	P.J. Lofland
Janice Freeman	Priscilla Ivester	
Cristina Griffin	Amy Pugh	
Mitch Cromer	Terry Jessup	

Staff Present

David Morris
Scott Bird
Tonya Ward

CALL TO ORDER

- The Advisory Board meeting was called to order at 6:02 pm by Bill Cown.
- *Approval of meeting minutes May 17, 2018*
MOTION TO DISCUSS THE MINUTES: Tara Stebbins made a motion to discuss the minutes, Mitch Cromer seconded the motion. Priscilla Ivester noted there was a small error in the minutes, adjournment read Priscilla Ivester rather than Bill Cowan adjourned the meeting. Staff stated this would be corrected.
MOTION: Mitch Cromer made a motion to approve the May 17, 2018 minutes as amended. The motion was seconded by Tara Stebbins and the amended minutes were approved unanimously.

PUBLIC COMMENT

- There was no public comment

OLD BUSINESS

- *Rabies Clinic July 14, 2018*
Staff stated that the rabies clinic went very well. One year vaccines were given by FCAS staff and three year vaccines by volunteer veterinarian Dr. Amy Pugh. Humane Solution offered spay/neuter vouchers and Forsyth Humane Society offered microchips. Unchain Winston was also present to provide information on fences as well as dog houses and leashes. At the clinic 220 animals were vaccinated and staff stated FHS provided approximately 40 microchips based on information received the day of clinic, the final number may be slightly different. FCAS wishes to thank everyone who volunteered their time and helped make the clinic a success. Two more clinics are planned for 2018.

- ***NC Debt Set Off***
Shelter Manager Scott Bird stated the Debt Set Off program is going well so far. FCAS has received \$750 in payments to date since the initial batch of letters was mailed on June 13, 2018. So far approximately 350 letters have been mailed, which comprises most of the violations issued in the year 2016. Staff has already begun working on 2017

NEW BUSINESS

- ***New Board Members***
Three new Board Members have been appointed: Amy Pugh, DVM, Cristina Griffin, and Pamela Lofland. Dr. Pugh and Mrs. Griffin were present and were introduced. Priscilla Ivester stated she had been contacted by Ms. Lofland who was running late. It was decided to move forward with the remainder of the meeting and introduce Ms. Lofland when she arrived. Staff explained the hearing tribunal process for the benefit of the new members and suggested they attend hearings as soon as possible to observe. Both Dr. Pugh and Cristina Griffin said they would plan to come to the next hearings on August 16th. Pamela Lofland arrived shortly after, introduced herself and let everyone know she prefers to be called P.J. rather than Pamela, staff noted this for board documents.
- ***Hearing Tribunals***
The docket and panel participants for the Tribunal Hearings in August 2018 was discussed. Staff stated that there are large amount of written appeals and asked if a date could be added for written only appeals. August 23rd was suggested. Bill Cowan, Priscilla Ivester, and Cristina Griffin said they were available on that date. It will be added to the appeal calendar. Staff asked about the October 18 scheduled hearing date. Amy Pugh, Tara Stebbins, and Mitch Cromer said they were available for that date. Cristina Griffin said she would be the alternate.
- ***Name change***
Going forward, Forsyth County Animal Control will be known as Forsyth County Animal Services. This is something that has been discussed for some time and will more properly reflect the mission of the department. Staff said paperwork and other items will be used then reordered with the new name.
- ***Budget for FY2019***
Lt. Morris said before he presented the monthly report for June, he wanted to briefly discuss the new budget for fiscal year 2019. The Budget for the year has been approved by the Commissioners and can be viewed online. Lt. Morris stated \$15,000 was approved for FHS to have a small surgical suite to perform neuter surgery at the facility. This will go in the current space occupied by FHS for their medical intakes. FCAS will not lose any space due to this.
- ***Outdoor dog runs***
Two outdoor dog runs are being constructed in the side yard of the facility. This is a collaborative effort between FCAS, FHS, and Unchain Winston.
- ***Monthly Report***
Lt. Morris presented the department monthly statistical report for June 2018. Calls overall are up, response time continues to go well. He noted that criminal citations increased slightly for the month and overall continue to be significantly higher for the year. The number of animals impounded is down, as this is only reflective of animals brought in by officers and not animals brought into the facility by the public, as those go directly to FHS. License transactions are down slightly for the month and revenue continues to be down as expected with FHS handling adoptions and redemption of animals. Lt. Morris stated he is researching how to change the way these statistics are presented and add information regarding the number of calls officers are responding to, especially follow up calls. He pointed out that what may show as “one call”

could actually consist of multiple follow ups such as rabies investigations and bite calls. Calls in which officers assist police or other agencies would also be noted. Lt. Morris stated he would also like to add a category for transfers, the current method was established prior to the partnership with FHS and numbers are now significantly different; statistics should reflect this

- ***Facility issues***

Bill Cowan asked if there was any further new business and Priscilla Ivester stated she had several matters she wished to discuss. She asked about the rooms up front, which FHS uses for intakes, whether these rooms were being cleaned and sanitized regularly. Lt. Morris stated he had asked FHS about this and their reply was that animals were not in those rooms. Priscilla Ivester replied that she was in the facility the previous Saturday and had observed animals in the rooms. She stated she is concerned about the health of the animals and possible contagious illnesses. Lt. Morris said he would speak with FHS. Priscilla Ivester then brought up the Stay Together Program, dog help and cat help teams. She stated she was concerned these programs were not being utilized by FHS to educate adopters and the community. She also asked about the Hiking Hounds program. Staff stated that, as far as we are aware, Hiking Hounds has been continued. Priscilla Ivester stated that since the FCAS partnership with FHS, she has been to the facility multiple times to hold the cat help program and no one has come in for advice or assistance, she is concerned this is due to lack of promotion of the program. She stated she asked FHS for a copy of the adoption packet they give to adopters to see if there was any information included and she said FHS informed her they do not have a packet of information they provide, they educate adopters before leaving the facility. She stated that, in the past, FCAS provided information regarding the Stay Together Programs in the adoption packets and she wished to see the programs continued. Staff stated that they did not believe the dog help team was coming in any longer; in the past they came in from 6-7pm on the second Tuesday of each month and now that the facility is not open until 7 on Tuesdays any longer they are unable to come in. Mitch Cromer stated he feels these programs are beneficial to local adopters as well.

Priscilla Ivester said she also asked FHS whether adoptions were still being conducted at this facility and stated she was told they were not, that this facility was now intake only and all adoptions were taking place at their County Club road location. She said she was concerned that members of the community would not know this and would become frustrated when trying to adopt. She said she thought one of the main aspects of the partnership was to have two locations available for adoptions, therefore increasing numbers. She said people would not wish to have to drive to another location once they had already come to this facility wishing to adopt an animal. Lt. Morris replied that he is confident FHS is doing what they feel is best for adoptions and if only having one location processing adoptions is harmful, they will return to having adoptions at both locations. He stated he will speak with FHS about these concerns but ultimately decisions regarding adoption are up to FHS.

ADJOURN

MOTION: With no further business, Bill Cowan asked for a motion to adjourn. Priscilla Ivester made the motion, which was seconded by Janice Freeman. Bill Cowan adjourned the meeting at 7:14 pm.