

**SEMINOLE COUNTY
ANIMAL CONTROL BOARD
REGULAR MEETING MINUTES**

**March 20, 2014
7:00 PM**

MEMBERS PRESENT: Bryan Wilson, Vice Chairman
Stephen Browne, Chairman
Gayle Hair
Keith Weissman

MEMBERS ABSENT: Debra Garrambone
Marianne King
Dr. Lawrence Pultz

OTHERS: Tad Stone, Director of Public Safety
Bob Hunter, Animal Services Manager
Ann Colby, Assistant County Attorney
Catherine Scanlon, Clerk to the Board

The following is a non-verbatim transcript of the Seminole County Animal Control Board meeting held March 20, 2014 at 7:00 PM, at the Sheriff's Office/Public Safety Building, 150 Bush Boulevard, Sanford, Florida.

I. Call to Order.

Mr. Browne called the meeting to order at 7:15 PM.

II. Roll Call.

Roll Call was taken by the Clerk. A quorum was not met. At this time Chairman Stephen Browne elected to move to Public Commentary since no official business could be conducted.

III. Public Commentary.

Mr. Browne announced the Board would take public commentary and called for the first speaker.

Melissa Cranis, 6418 Haughton Lane, Orlando, FL 32835, addressed the board on her involvement and assistance with a feral cat program in the Sanford, FL area. She spoke about a TNR (trap, neuter, release) program in Sanford, FL that is currently working under a grant with Spay N Save. This grant is good

through August 2014. Ms. Cranis explained that the program is successful with “over 500 plus cats being spayed/neutered so far”. Ms. Cranis (and others involved in the program) first speak with citizens, offering TNR as an alternate solution, and has worked with all different demographics including residential and business. Ms. Cranis asked the Board for assistance in broadening the program. It was decided at the meeting that she would make an appointment with Public Safety Director Tad Stone to further discuss the program.

Erica Daniel, 383 Old Geneva Road, Geneva, FL 32732, addressed the board on Dolly’s Foundation and updates on current programs and initiatives. Dolly’s foundation has identified Seminole County as an area that is “lacking in resources”. They have found that pet owners, more often than not, are having to give their pets away and are not having their pets spayed or neutered due to lack of funding and resources. Dolly’s foundation, in working with other local agencies such as Spay N Save, has spayed/neutered 447 animals as of March 20, 2014. With the help of local agencies, including Seminole County Animal Services, Dolly’s Foundation has been able to keep more animals in their homes with their owners by providing resources, such as food and other alternatives, instead of having these animals surrendered over to the shelter. Their goals are to continue building relationships in the Seminole County area to better assist its citizens in getting their animals spayed and neutered and keeping these animals in their homes with their owners. Dolly’s Foundation’s next event is the *3rd Annual Sanford Pints N’ Paws Event on March 22, 2014 hosted by The West End Trading Co.* with 100% of proceeds being donated to charities assisting with spaying and neutering (Pet Rescue by Judy and Dolly’s Foundation).

IV. Old Business.

- A. Review Necessity of Statistical Reports: *Kennel Statistics (Intakes & Outcomes), Customer Contact Statistics, and Pet Data Inc. Statistics.*

A review of the reports was had, but no official vote on the necessity could take place at this time. Chairman Stephen Browne reviewed the statistical reports presented to the Board and asked for clarification of the difference between a stray cat and a feral cat. Mary Beth Lake, Seminole County Animal Services Shelter Supervisor, addressed the board on the issue. She explained that all cats are considered as stray, unless they are surrendered to the shelter by an owner. Stray cats come in through the lobby and are also picked up in the field by Animal Control Officers. The determination of whether a cat is actually feral is not decided until the cat is in the shelter and is evaluated by staff. Feral cats are cats deemed “untouchable”. Cats that cannot be handled by staff and are dangerous to handle are deemed feral. At this time, Mary Beth Lake also addressed the board on the status of cats at the shelter, informing that the shelter no longer has any cats in cages that are up for adoption. All adoptable cats are in free-roaming cat rooms. She also made the board aware of special projects at the shelter,

including Animal Control Officer Shari Covell, who is using donated materials to build dog pens for Seminole County Residents who need assistance. This is in effort to keep these homeowners in compliance with the County Ordinance that does not allow dogs to be tethered outside. The shelter is also currently receiving donated dog houses that are being built by a local boy scout, and the shelter is able to provide these to families in need. Mary Beth Lake also informed the board that as of March 2014, Seminole County Animal Services has heartworm treated its 400th dog.

B. Update on success of past Shelter Events.

Diane Gagliano, Event and Program Coordinator at Seminole County Animal Services, gave an update on past shelter events to the board. All past events were successful for the shelter. Diane Gagliano also spoke on upcoming events. On March 22, 2014, Seminole County Animal Services will hold its 11th Annual Adopt-A-Thon and do anticipate this event to be successful for the shelter and local rescue groups involved.

C. Automatic Phone Call Tracker for SCAS Customer Statistics.

Bob Hunter, Animal Services Manager, addressed the board on the status of the Automatic Phone Call Tracker. This project is still under works with the County and the Shelter. The goal of the phone tracker is to better track how many and what type of phone calls the shelter is receiving, as well as improving our current phone queue system. Bob Hunter anticipates a better update at the June ACB meeting.

D. Public Service Announcements (social media, news outlets, etc.).

Bob Hunter spoke on current initiatives SCAS in undertaking to better improve their Public Service Announcements. Bob Hunter informed the Board that Diane Gagliano is still currently working with CW 18 and FOX News on Fridays to showcase animals on the morning news. During these segments, Diane Gagliano is able to promote the shelter's location, hours, Facebook page, and the fact that Seminole County Animal Services should be the first place for citizens to look for lost pets as well as bring in found pets. SCAS is being featured on Public Service Announcements presented by radio station WMMO along with other local shelters and agencies. SCAS has updated its "signage" around the Seminole County Public Safety Complex, changing the name from Animal Control to Animal Services on the signs, as well having the signs placed in more visible locations so that the public can easily find and access the shelter. The shelter has a new computer in the lobby to assist citizens who would not have regular access to the internet. This computer provides access of websites with adoptable and lost pets, so that citizens do not have to walk through the kennels to look for animals.

Stephen Browne asked SCAS staff present at the meeting to better explain for the board the current “stray time hold” policy. Mary Beth Lake and Diane Gagliano both addressed the board, clarifying that in accordance with the Seminole County Ordinance, the shelter holds stray animals for a period of 5 days, at which point the animal is then either placed up for adoption, transferred to a rescue group, placed into foster care, or humanely euthanized.

Stephen Browne suggested that the shelter needs more Foster Homes, at which Vice Chairman Brian Wilson asked if the shelter uses High School Students as Volunteers, assuming it would be a convenient way for students to achieve their required community service hours. Diane Gagliano, who coordinates the volunteer program, explained the current policy to the board. Volunteers need to be 18 years old unless accompanied by an adult. The problem with having a high school student act as a foster home is that the parents generally do not want the responsibility, thus making it harder to have consistent high school student foster homes.

*Keith Weissman was able to join the meeting at 7:55PM, therefore at that time the ACB had a quorum and could conduct official business.

V. Review Animal Control Board Attendance Policy and call for any necessary action(s).

Chairman Stephen Browne called for review of the attendance policy. Upon review, the board agreed that in accordance with the Rules of Procedure, Section 5d, Debra Garrambone’s office should be declared vacant. Brian Wilson motioned to declare the office vacant, with Keith Weissman seconding the motion. The motion passed unanimously. This recommendation is to be brought to the Seminole County Board of County Commissioners and the office shall be reappointed.

VI. Minutes: September 12, 2013.

The minutes were reviewed. Keith Weissman motioned to approve the minutes. Gayle Hair seconded the motion. The motion passed unanimously.

VII. New Business.

A. Welcome new Licensed Veterinarian to the Animal Control Board, Dr. Lawrence O. Pultz, DVM of Town and Country Veterinary Clinic.

Dr. Lawrence Pultz could not be introduced at this time because he was unable to attend the meeting.

B. Nomination of Officers.

Gayle Hair motioned to nominate and keep Stephen Browne as the Chairman. Brian Wilson seconded the motion. The motion passed unanimously.

Gayle Hair motioned to nominate and keep Brian Wilson as the Vice Chairman. Keith Weissman seconded the motion. The motion passed unanimously.

C. Adopt Rules of Procedure

The Rules of Procedure were reviewed and adopted with no changes. Motion to adopt was made by Brian Wilson with Gayle Hair seconding the motion. At this time, Director of Public Safety Tad Stone asked Assistant County Attorney Ann Colby to clarify the role of the Animal Control Board. Ann Colby Reviewed the Rules of Procedure, *The Florida Sunshine Law, Ethics, The Public Record Law*, and what the Animal Control Board's function is in accordance with Seminole County Code Chapter 20.05. After this review, Gayle Hair motioned to amend the Rules of Procedure to include language referencing the yearly mandatory training of Animal Control Board Members and Officials on *The Florida Sunshine Law, Ethics and The Public Record Law*. Stephen Browne seconded the motion. Language was decided upon, and the Rules of Procedure were adopted.

D. Upcoming Animal Services and Community Events.

Diane Gagliano addressed these issues during Public Commentary when she spoke on past events.

E. Future Agenda Items.

Gayle Hair requested that the board look at the updates and progress that has been made regarding re-writing the Seminole County Code Chapter 20. Tad Stone stated that it had not been adopted by the Seminole County Board of County Commissioners at the last revision; it is still a work in progress and anticipates this to be an agenda item for the September 11, 2014 Animal Control Board meeting.

Brian Wilson distributed information regarding "Open Air Pet Sales" and requested that this be a future agenda item to be discussed. The reasoning being that Brian Wilson would like the board and Seminole County to look at other ways to bring the animal intake number(s) down.

VIII. Reports.

A. Kennel Statistics (Intakes & Outcomes).

At this time, the Animal Control Board agreed that they wish to continue receiving this report at future meetings as they feel these statistics are important information to have and discuss.

B. Customer Contact Statistics.

Brian Wilson opened a discussion regarding the Customer Contact Statistics. He would like to see more detailed information regarding where the phone calls are coming from by location (zip code) so that Animal Services is better aware of the location of the County's problem areas. This type of information would possibly be able to be provided from the Automatic Phone Tracking system that Animal Services is currently working on, though this project is still underway. The type of information Brian Wilson is requesting is not currently available from Animal Services. It was decided by the Animal Control Board that the current format the Customer Contact Statistics is being presented to the board would not be necessary to continue for future meetings, as this information isn't pertinent to the Animal Control Board.

C. Pet Data, Inc. Statistics.

Stephen Browne led the discussion on the Pet Data, Inc. Statistical reports. It was decided that while the dollar (\$) amount and figures being show were not relevant to the Animal Control Board meetings, a different format of the information regarding County Tag purchases would be relevant. Catherine Scanlon, Clerk to the Animal Control Board, will be revising the format of this report to better reflect the requested tag information for future meetings.

IX. Confirmation of Next Meeting.

- June 12, 2014
- September 11, 2014
- December 11, 2014

It was decided by the Animal Control Board that the next meeting to be held in June would better accommodate everyone's schedule if the meeting were to be moved to June 26, 2014. This motion passed unanimously and the next meeting of the Animal Control Board is officially moved to June 26, 2014.

IX. Adjournment.

Motion by Gayle Hair to adjourn the meeting. Second by Brian Wilson. The motion passed unanimously. Meeting adjourned at 8:37 PM.

Respectfully submitted,

Clerk to the Board

OFFICIAL