

Douglas County Animal Control Advisory Board
Meeting Minutes
May 15, 2013

The meeting was held at Citizens Hall, Douglas County Courthouse, 8700 Hospital Drive, Douglasville, Georgia.

Meeting was called to order at 5:00 p.m. by Chairperson Pat Fulghum.

Roll Call

Present: Chairperson Pat Fulghum, Ron Baldwin, Herb Emory, Julie Hudson, LaShun Burr Danley and Helene Combs (arrived at 5:06 p.m.)

Absent: Diana Memmolo and Dr. Verner

Other: Rick Smith, Animal Services Director

Approval of April Minutes

Board Member Herb Emory made a motion to accept the minutes from the April 17, 2013, board meeting. Board Member Julie Hudson seconded. All voted in favor.

Citizens Comments

None

Old Business

Infrared Heaters: This issued was tabled at the recommendation of Shelter Director Rick Smith. Mr. Smith is still researching information on efficiency and costs. He will provide additional information at the next Animal Control Advisory Board meeting.

Reference Guide Updates: Director Smith provided the Board with Interoffice Memorandums regarding updates on "Isolation and Animal Profiles" and "Leave Request Forms & Time Cards – Reminder." Director Smith explained to the Board that the Interoffice Memorandums are to serve as directives to staff regarding procedures and policies. He said that eventually the memorandums will be incorporated into the Standard Operations Procedure Manual.

Review of Zoning Ordinance Requiring Minimal Acreage for Kennel Operation: Board Member Diana Memmolo suggested at the ACAB meeting in April that the Board review the County's existing zoning ordinance that requires minimal acreage for kennel operations. Ms. Memmolo agreed to research the issue and to provide suggestions at this meeting. However, due to her absence the issue will be tabled until the June meeting.

Bylaws: Chairperson Fulghum received sample copies of other Animal Control Advisory Board Bylaws from Jennifer Moore in the County's Legal

Department. Chairperson Fulghum requested that the Board review the samples and provide input at the next board meeting.

Ordinances Update: Shelter Director Rick Smith advised the board that copies of the proposed ordinances were submitted to the Legal Department, County Clerk and County Administrator for review. After their review and approval any corrections or proposed changes will be made and the ordinances will be forwarded to the County Clerk for Board of Commissioners Agenda. Director Smith stated that he will ask that a copy of the proposed ordinances be published on the Animal Control webpage for the public to review.

Director Smith explained additional changes that he proposed with regards to increasing fees for "impoundment", "boarding", and "other animals". He said that the fees were extremely low and it was costing the County more (money) than the owner to board an impounded animal. The Board discussed the fees and Board Member Emory made a motion to recommend the proposed fees to the Board of Commissioners. Board Member Combs seconded and all voted in favor.

New Business

Proposed Procedural Rules: Chairperson Fulghum provided the Board a copy of the "Proposed Procedural Rules" that she had received from County Clerk Lisa Watson. Board member Emory made a motion to accept and send the proposed set of rules to the Legal Department for review and approval. Board Member Danley seconded the motion and all voted in favor.

Discussion of New Animal Shelter: Board member Emory presented his thoughts on the need for a new Animal Shelter. Discussion pursued and the Board agreed that the County needs a new shelter. Emory made a motion to make a recommendation to the BOC that they start planning for construction of a new animal shelter and how they are going to fund it and provide operational costs. Board member Julies Hudson seconded the motion and all voted in favor.

Wish List: Chairperson Fulghum presented the Animal Shelter's Wish List.

District Representatives: Chairperson Fulghum said that she is going to request that Wes Tallon, County Public Relations Director, identify the districts that each ACAB member represents so citizens can contact their representative directly.

Announcements

Family Fun Day at Sweetwater Park on May 18, 2013, from 10:00 a.m. until 3:00 p.m.

Pet Things on May 25, 2013 from 11: 00 a.m. until 3:00 p.m. Chairperson Fulghum recognized Pet Things for their recent generous support of over 900 pounds of pet food.

Penny McHenry Hydrangea Festival, June 1, 2013, time TBA

Adjourn: 5:40 p.m.

Next meeting is scheduled for 5:00 p.m. on June 19, 2013, at Citizens Hall, Douglas County Courthouse.

On July 17, 2013, Board Member Ron Baldwin made a motion to approve the May 15, 2013, minutes. Board Member Herb Emory seconded and all voted in favor to approve.

May 15, 2013, Minutes approved on July 17, 2013.

Pat F. Fulghum
Chairwoman