

# **Metro Animal Care and Control Advisory Council Meeting Minutes**

## **May 8, 2013**

### **Present:**

- Members:** Dr. Bill Paul, Joy Beach, Council Lady Karen Bennett, Councilman Phil Claiborne, Jon Cole, David Collins, Marc Stevenson, Shannon Poindexter, Dr. Tobe Singleton, Judy Ladebauche
- Staff:** Dr. Brent Hager, Tom Sharp; recording: Martha Bickley
- Guests:** Natalie Corwin, UPAW designee; Rick DuCharme, Target Zero Inc.; Jon Cicerelli, San Jose, CA Animal Care and Service Director

Dr. Paul called the meeting to order at 3:00 p.m.

### **Approval of March 13, 2013 Minutes**

**Jon Cole made a motion to approve the March 13, 2013 minutes as written. Council Lady Bennett seconded the motion. The motion passed unanimously.**

### **Welcome New Members**

Tom Sharp introduced new member Dr. Tobe Singleton, a veterinarian at Southside Animal Hospital, and Shannon Poindexter, Assistant District Attorney General.

Ms. Poindexter stated that she has met with Judy Ladebauche with the purpose of developing training for the Animal Control officers related to more aggressive pursuit of cruelty and neglect cases.

### **MACC Update**

Dr. Paul stated that the Rescue Partner Program was being reviewed and finalized by Metro Legal; the Volunteer program was being reinvigorated and a volunteer information session was scheduled for May 25; breed criteria was being removed from MACC's practices; and visibility of adoptable animals was being increased greatly with Pets of the Week on Channel 2, Channel 3, in The City Paper and The Nashville Scene, and on Petharbor.com and Petfinder.com. He stated that the breed-specific designation for animals older than six months old would be removed once the employees had undergone the SAFER temperament testing training. The training is scheduled in August. He also stated that a revised schedule of fees had been approved by the Board of Health and was moving forward to the Metro Council.

Ms. Ladebauche distributed a draft adoption policy for members' review. Dr. Paul asked members to share their thoughts about the policy with Tom Sharp by mid-June so that a revised draft could be presented at the July 17 meeting.



Draft Adoption Policy  
May 2013.pdf

Ms. Ladebauche presented a graph reflecting availability and adoptions of dogs and cats at MACC from January through April 2013.



050813 Availability  
and Adoptions January

### **Target Zero Institute**

Dr. Paul introduced Rick DuCharme of Target Zero Institute, also the founder of First Coast No More Homeless Pets. Mr. DuCharme gave a brief overview of the purpose, function and history of his organization, and offered suggestions on how Nashville might accomplish reduced euthanasia rate and increased live release rate. Information about Target Zero Institute can be found at <http://targetzeroinstitute.org/>. Information about First Coast No More Homeless Pets can be found at [www.fcnmhp.org](http://www.fcnmhp.org).

Mr. Cicerelli recounted San Jose Animal Control's success with Trap, Neuter Release (TNR) programs for cats and reduction of euthanasia rates.

### **Legislative Update**

Councilman Claiborne reported that the revised schedule of fees was tracking with the budget. Dr. Paul noted that the increase of the rabies license fee from \$4.00 to \$6.00 was included in the Metro budget and would pay for three additional staff at MACC.

Council Lady Bennett stated that the anti-tethering legislation was being held until the budget process has been completed.

### **Review Guidelines for Operations of the Advisory Council**

Tom Sharp provided members with a revised copy of the Guidelines for Operations of the Advisory Council. He noted changes that had been made to the document, most substantive being the elimination of term limits. Dr. Paul advised members to convey questions or concerns to Mr. Sharp.

There being no other business, the meeting adjourned at 3:55 p.m.

### **Next Meeting**

The next meeting of the Advisory Council is scheduled on **Wednesday, July 17, 2013** at 3:00 p.m. in Room 212 of the Lentz Public Health Center.

**Please mark your calendar for the remaining 2013 meeting dates: July 17** (please note this meeting was originally scheduled on July 10), **September 11** and **November 13**.

## Chapter 7

### Animal Adoption Procedures

#### 7.1 Purpose:

- A. The purpose of an animal adoption program should be to find responsible lifelong homes for animals that are suitable as family pets. Such "Matchmaking" requires knowledge of both the animals to be placed and their prospective adopters. It is not a kindness to the animals for the agency to place them in homes where they may fail to receive adequate care, companionship, food, water, shelter, or veterinary care when necessary. Nor is it a benefit to the community for an agency to place animals where they will be allowed to roam the neighborhood, violate animal control laws, or add their offspring to the surplus of unwanted animals that already burden the community.

#### 7.2 Legal and Ethical Responsibilities of Animal Control:

- A. The Metro Animal Care and Control Division is aware of their legal and ethical responsibilities for the adoption of any animals. We have specific adoption policies to ensure humane care, treatment of animals and compliance with animal control laws. We assure the community that all potential adopters will be treated fairly and equally.
- B. MACC placement priority will be as follows:
  - (1) Reuniting animals with their owners.
  - (2) Adopting animals out to new homes.
  - (3) Placing animals with Rescue Partners, TN State Certified Animal Shelters or Crossroads Campus.

#### 7.3 Criteria for Animals to be Adopted:

- A. Only healthy adult and juvenile dogs and cats that are not known to have exhibited potentially dangerous or vicious tendencies or other serious behavioral disorders should be made available for adoption. No animal that has attacked or bitten a person or another domestic pet will be available for adoption to the public or animal rescue.
- B. Animals must be held the required legal amount of days and every effort has been made to contact the owner.
- C. All animals available for adoption will be spayed/neutered prior to adoption.

D. All animals must successfully complete a wellness exam and temperament testing

Prior to being available for adoption, these tests consists of the following:

- (1) The animal's temperature must be taken before the animal is allowed to enter the adoption room. Normal canine temperature is 100.5° F. – 102.5° F.
- (2) SAFER behavior test and heartworm tests for dogs. Behavior assessment and fel/luk test for cats.
- (3) Vaccines, worm medication and other medical treatment as directed by staff veterinarian to include parasite control treatments.
- (4) All medical information is to be recorded in Chameleon, including the Animal Health Record. A copy of the Animal Health Record is to be given to the adopter.
- (5) Animals placed in adoption will be available to the public for two 2) full weeks prior to being available at a discounted fee to approved rescue groups. Adoption staff will contact approved rescued group's designated person when an animal is available to be placed with rescue.
- (6) "Special Needs" animals will be handled on a case-by-case basis.
- (7) MACC reserves the right to make all final determinations about which animals will be made available for adoption to the public, rescue groups or other programs.

#### **7.4 Criteria For A Person Desiring To Adopt An Animal:**

- A. All animals are adopted on a first-come first-served basis. We do not hold available animals.
- B. All fees must be paid in cash or credit. (See fees, Chapter 2, 2.1)
- C. Persons adopting an animal shall complete Form #203-03-030, "Adoption Application."
- D. Place an "I'm Adopted" card with animal.
- E. If applicant lives in rental property, a signed statement on letterhead with telephone number giving permission to have a pet is required or verbal confirmation from management to Animal Control personnel.
- F. The Metro Animal Care and Control Division reserve the right to refuse adoption of any animal to anyone.

- G. Animals should only be placed with adults of legal age who intend to keep the animal as a companion animal. (age eighteen and older)
- H. Animals adopted will have spay/neuter surgery at MACC or will be delivered to a veterinary clinic for alteration prior to going home with new owner.

#### **7.5 Transfer Guidelines for Rescue Partners, Crossroads, and State-Certified Animal Shelters**

- A. Once staff has determined that rescue placement is appropriate for an animal, the process for rescue placement will generally be as follows:
  - (1) MACC will contact the appropriate approved Rescue Partner and schedule a time for them to meet and evaluate the animal.
  - (2) Rescue Partners are welcome to contact MACC regarding any animal available in adoption; however, as noted above, MACC's placement priority remains reunification, adoption, then transfer.
  - (3) If the Rescue Partner decides to accept the animal, an authorized representative from the group will complete the adoption contract and pay the fees.
  - (4) Rescue Partners have the discretion to accept or reject any animal available to them by MACC.
  - (5) If spay/neuter has been done the animal can be released at the time of transfer/adoption. If the animal is not altered, he/she will be scheduled for the earliest date available and then can be picked up by the Rescue Partner after the surgery has been done.
  - (6) Placement of any animal with a rescue organization will not be automatic. MACC will alter the placement priority when in its professional opinion, an animal has special needs that can be better addressed through placement with a rescue organization than through a private adoption to the public.

\*\*\*\*If an animal has a known history of aggressive behavior or serious illness/injury and/or MACC has determined that the animal poses a potential public safety risk, the animal will not be released to any outside organization. MACC reserves the right to make all final determinations.\*\*\*\*

## Metro Animal Care and Control Availability and Adoptions January - April 2013

