

ANIMAL CONTROL ADVISORY BOARD MEETING  
FEBRUARY 7, 2008  
107 CORPORATE DRIVE  
FRANKFORT, KENTUCKY  
10:00 A.M. (EDT)

**BOARD MEMBERS PRESENT**

Chairman Beckey Reiter  
Rick Smith  
Ellen Sams  
Dr. Linda Grimes  
Judy Cooke  
Judge John Settles  
Wayne Caudill  
Dr, Malinda Davis

**BOARD MEMBERS ABSENT**

John Mahan  
Mary Beth Hendricks

**OTHERS PRESENT**

Nicole Liberto KDA  
Clint Quarles KDA  
Pam Roger Humane Society of the US  
Victoria King Holly's Place  
Kathy McIntosh KDR

Chairman Beckey Reiter called the meeting to order. She asked for a motion to approve the minutes of the November 1, 2007 meeting. Ellen Sams made a motion to approve the minutes, seconded by Dr. Grimes. The motion passed.

**HB306**

Ms. Reiter introduced Victoria King, Director, Holly's Place Rescue. Ms. King discussed animal rescue and changes to 2008 HB 306. She asked that the Board recommend removing "practices animal rescue" from the legislation. Mr. Caudill made a motion not recommend changes to HB 306. Mr. Smith seconded the motion adding that the committee had worked hard on the language and had given the bill a lot of thought. The visitors, when asked by Board member if they wanted collectors of strays to have a lower standard, the answer was no. Ms. Reiter says rescues do not report strays. If they do, call the shelter to come and pick up the stray. Concern was expressed about horses and cattle. Mr. Quarles says they can be addressed in regulations under Chapter 257. The motion to not recommend changes to HB306 carried.

**Other legislation**

There are 11 bills up for consideration with a number of them dealing with cruelty. Most do not have any affect on this Board's programs. The Board decided to take no action at this time.

### **Budget**

The 2008-2009 Budget pertaining to ACAB contains a request for a 2.5 million project layout for shelters. Training and supplement to spay/neuter was added to the KDA budget but it's not necessarily an absolute with the current 12% budget reduction. The KDA's budget staff has indicated that the Board's funds are mostly all allocated.

Judge Settles stated he is being contacted by counties wanting to know if money will be available for shelters.

The Board discussed when the spay/neuter license plate sales would be available. They would like the numbers of sales by the end of the fiscal year. In the past, sales have averaged \$110,000 yearly.

### **Spay/Neuter Program**

Ms. Cooke, along with committee members, Ms. Sams and Mr. Smith, reviewed the grant applications for shelters and non-profit organizations and reported to the Board. Ms. Cooke said they tried to give each organization and group some funding. There were 16 new applicants this year. The Board commended the committee on its work.

The Board asked for correct person to speak with at Finance Administration Cabinet in order to expedite the transfer of information to the state treasury for payment. State Treasurer Todd Hollenback will see that this program is expedited.

Mr. Smith suggested that the letter to recipients of grants should include the following statistical information: Round 1=31 awards Round 2=54 awards Round 3=68 awards. The range of spay/neuter procedures is \$10-\$70. Average cost of spay/neuter procedure is \$37. Each county should be encouraged to promote program. Judge Settles made a motion to accept the recommendations on spay/neuter round 3 funding. Dr. Davis seconded motion.

Mr. Smith made a motion that the mandatory expenditure reports will be due on June 30<sup>th</sup> and December 30<sup>th</sup> or within 30 days of last expenditure. Ms. Sams seconded the motion.

Dr. Grimes made a motion to authorize KDA to extend spay/neuter grants for 6 months upon written request. Motion seconded by Ms. Cooke.

Adair County asking for an extension on their 2007 spay/neuter funding.

### **Promotion**

Ms. Cooke and Mr. Quarles presented to the Board the website and poster information given to them by Bill Clary, KDA Public Relations Director. Mr. Clary was requesting recommendations for the promotion campaign. Dr. Grimes made a motion to approve the promotion campaign and URL site and to request Mr. Clary to move forward. Ms. Cooke seconded the motion.

### **Training**

It was discussed that Dr. Shantila F. Rexroat, who is approved by the Board of Veterinarian Examiners, is licensed to do the EBI training. She will conduct two 30 participants' classes in

two days. Her cost is \$125 per participant versus \$210 charged by others. She is conducting Level II training in Louisville on July 21-July 25, 2008. Mr. Smith made a motion to cap training grants at \$500. Ms. Sams seconded the motion.

Mr. Quarles stated that Michael Grant, KDA needs a formal vote that the Board is capping the amount given on the training grant to \$500 per applicant. Ms. Reiter asked for a motion to cap the amount at \$500. Mr. Smith moved and Ms. Sams seconded. Motion carried.

### **New Business**

Judge Settles and Mr. Smith attended the KACo Conference in November, 2007. Discussion of Drs. Stout and Johns presentation on body scoring for abused animals and the question is what county judges do. The KY Horse Council has had programs dealing with this same issue. The KHC's hotline is a temporary fix where the judges might find help. Mr. Quarles stated that the statute absolutely forbids an ACO or peace officer to ignore animal cruelty charge against livestock.

Pike County has requested an extension on its shelter. They are waiting for the Bond to be released on the land where the shelter will be built. The land where they are going to put the shelter is reclamation land. Mr. Smith made a motion to grant the extension for one year. Ms. Cooke seconded the motion.

Muhlenburg County Humane Society is going to purchase items with animal control grant funds, but needs clarification Mr. Quarles to respond letting them know that everything but the clothing (raingear) is acceptable.

Judge Settles discussed Morgan County receiving a shelter grant. They then had to request an extension because the building they were going to build was not on county property. They have bought a building and are trying to rebuild this building. They want approval of the floor plan and want to know when they will get the balance of the money. The plan submitted appears to need an airflow balance plan, floor needs to be sloped with drains and possibly free standing kennels. Ms. Cooke made a motion to give Morgan County the extension on the grant for 18 months contingent upon them submitting to Ms. Reiter, Dr. Grimes and Ms. Cooke changes to the plan and their approval of those changes. Motion made by Dr. Grimes. Seconded by Judge Settles. Motion carried. Mr. Quarles and Ms. Liberto plan to look into Morgan County's grant to ensure that they have a current approved extension request for the next 18 months.

### **Other**

Porcia Klinik from the IHHHS Inc. donated to the spay/neuter fund \$7583.78, which was the balance of their funds as they have dissolved. A thank you note was mailed.

Terms for the Board members: Larry Hurt left the Board on 2/26/2007. Mr. Smith noted that he submitted three names, but the Governor's Office did not take any action. Mr. Quarles requested that they resubmit three names. John Mahan's term expires on the 26<sup>th</sup> of this month. He is a KY Farm Bureau appointee. Dr. Grimes expires this month and names are in the process of being submitted. Ms. Cooke's term expires on the 26<sup>th</sup> and does not plan to seek reappointment. Mr. Quarles asked Mr. Caudill if he planned to renew his application to the new administration – he replied yes.

Ms. Liberto told Ms. Reiter to ask Monica to appoint a proxy for the remainder of her term, since she has been unable to attend the meetings. There was discussion that there will be a problem to get a quorum at the next meeting.

Mr. Quarles agreed to contact the Governor's Office. Ms. Liberto noted that the recommendations are independent from KDA, but that KDA typically contacts the Governor's Office for updates and to express concerns about lack of quorum.

Ms. Liberto noted that Ms. Cooke mentioned one of the main problem with the spay/neuter grant was confusing deadline dates. Ms. Cooke noted that Dec. 31<sup>st</sup> works well if they are reapplying and the Board is reviewing their grant. 1<sup>st</sup> deadline is June 30<sup>th</sup>, which is really too early because they get their grants in mid-March. 2<sup>nd</sup> deadline is Dec. 31<sup>st</sup> ( which is for old grant information and application for new grant); 3<sup>rd</sup> deadline is Feb. 28<sup>th</sup>. Mr. Smith made the motion that the deadline dates be set for June 30<sup>th</sup> and December 31<sup>st</sup> with the reporting of the grants and also for the deadline for the new grant applications. Ms. Sams seconded. Motion carried.

Judy Cooke was thanked for her exemplary efforts during her term on the Board.

Mr. Quarles reported that the stray animal adoption program in Newport had requested spay/neuter money and the deadline was Dec. 31<sup>st</sup>, but they did not mail it until Jan. 24<sup>th</sup>. Same thing for Golden Retriever Rescue and Adoption of Needy Dogs from Louisville. Mr. Smith and Quarles noted that a letter should be sent to these groups including the one from Adair County that did not receive any funds.

Mr. Quarles noted that KDA does not have the authority to grant exceptions to items the Board has voted on.

Dr. Grimes made a motion to give KDA staff authority to grant extension a one-time extension for the spay/neuter program for a reasonable reason. Judy Cooke seconded. Motion carried.

Training and equipment applications deadlines have to be in by May 1<sup>st</sup>.

The next meeting will be May 22, 2008, at 10:00 a.m., Corporate Drive, Frankfort, KY

There being no further business Mr. Smith made a motion to adjourn. Ms. Sams seconded. Motion carried.

ANIMAL CONTROL ADVISORY BOARD MEETING  
February 7, 2008  
107 Corporate Drive  
Frankfort, Kentucky  
10:00 a.m. (EDT)

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

November 1, 2007 Meeting

**OLD BUSINESS**

1. Legislation – HB 306  
Victoria King, Holly's Place Rescue
2. Budget
3. Spay/Neuter – Grants, PR, Web site
4. Training – Grants, EBI, NACA 2(7/21-7/25, Louisville)

**NEW BUSINESS**

1. Muhlenburg County Humane Society – Clarification of qualifying equipment
2. Any other

**NEXT MEETING**

**ADJOURNMENT**

**ANIMAL CONTROL ADVISORY BOARD MEETING**  
SEPTEMBER 18, 2008  
107 CORPORATE DRIVE  
FRANKFORT, KENTUCKY

**BOARD MEMBERS PRESENT**

Chairman Becky Reiter  
Rick Smith  
Jennifer Nagle  
Keith Crawford  
Christina Farthing  
James A. Caldwell  
Marty DeVore  
Mary Hendricks  
Dr. Linda Grimes  
Dr. Malinda Davis  
Judge John Settles  
Ellen Sams

**OTHERS PRESENT**

Clint Quarles KDA  
Joyce Parman KDA  
Essie Rogers KY Horse Council

Chairman Beckey Reiter called the meeting to order and welcomed the new Board members. She asked each member present to introduce themselves and what organization they represent. She then asked for a motion to approve the minutes of the February 7, 2008 meeting. Marty DeVore moved to approve the minutes, seconded by Ellen Sam. Motion carried.

Mr. Clint Quarles, attorney for the Kentucky Department of Agriculture, passed out information regarding the Code of Ethics for the Animal Control Advisory Board. After discussion of the information, each member was asked to sign the Code of Ethics Statement of Agreement which covers the provisions and restrictions. Assignment of Proxy was discussed. All signed agreements were given to Mr. Quarles. Ms.Reiter asked for a motion to adopt the Code of Ethics. Marty DeVore moved to approve, seconded by Dr. Grimes. Motion carried.

**OLD BUSINESS**

**Training**

Ms. Essie Rogers, Kentucky Horse Council, discussed Equine Abuse Investigation Training to be held at Morehead, KY October 1-3, 2008. This training is offered at low cost or no cost to animal control officers and law enforcement in KY to enhance their knowledge of horses and to create an open dialogue for officials to work with local experts on equine abuse cases. Ms. Reiter asked for motion to approve training for

animal control officers. Motion was made by Dr. Grimes, seconded by Ms. Sam for approval of training. Motion carried.

The Kentucky Animal Care & Control Association will hold a comprehensive training conference at Lake Barkley State Resort Park, Cadiz, KY October 23 & 24, 2008. The cost will be \$75.00 each day. Agenda will cover constitutional law, kennel inspection & investigation, animal control grants, small animal herd health, small animal herd health and controlled substance records. Ms. Reiter and Judge Settles will speak at the conference.

The group discussed a chemical capture (tranquilizer) training program. Additional information should be available soon.

**Budget and Grants:**

Mr. Quarles informed the Board that the \$70,000 received each year is not available this year. There is no funding for equipment grants. The 2008-2009 Budget awarded ACAB \$3,000,000 for shelter construction grants. After discussion regarding shelter construction application, Ms. Reiter appointed a subcommittee to put shelter grant applications together. Members appointed to this committee are Judge Settles, Ms. Nagle, Mr. Smith, Dr. Grimes and Ms. Reiter. Ms. Reiter would like a draft of the grant application in 30 days. The draft should include requirements for application, including the 20 percent in-kind donation requirement if desired.

Spay/neuter license plates sold or any donations given to the Board for spay/neuter are to be earmarked for that program. Mr. Quarles will check and let the Board know if donations are tax deductible. At this time, there is approximately \$74,000 in the spay/neuter plate fund and approximately \$25,000 in the general fund. Ms. Hendricks moved that spay/neuter funds are to be used only for spay/neuter, seconded by Ms. Davis. Motion carried.

**Spay/Neuter KY Website:**

Mr. Quarles discussed website names and cost for the spay/neuter program. A decision was made by the Board to select KYspayneuter.org as the official website for five (5) years at a cost of \$1,200. Mr. Caldwell moved that KYspayneuter.org be selected for the website, seconded by Mr. DeVore. Motion carried.

**New Business:**

The Board discussed lawsuits in Estill and Robertson Counties filed by citizens in these counties to enforce animal shelters that are not in compliance with state standards to become compliant.

**ACO Minimum Training Requirements:**

The ACAB hasn't adopted regulations as allowed by the statutes. The Board members were encouraged to think about what minimal training requires should be met by ACOs in the state.

The next meeting will be November 13, 2008, at 10:00 a.m., Corporate Dr, Frankfort, KY

There being no further business Mr. DeVore made a motion to adjourn, Ms. Farthing seconded the motion. Motion carried.



ANIMAL CONTROL ADVISORY BOARD MEETING  
September 18, 2008  
107 Corporate Drive  
Frankfort, Kentucky  
10:00 a.m. (EDT)

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

Appointments/New Members/Introductions

**APPROVAL OF MINUTES**

May 22, 2008 Meeting

**OLD BUSINESS**

1. Training
  - a. Kentucky Horse Council – Sept 30 – Oct 2
  - b. Kentucky Animal Control Association – Oct 23 & 24
  - c. Chemical Capture Certification (Palmer Equipment)
2. Budget
3. Grants
4. Spay/Neuter KY Website
  - Kentuckyspayneuter.com
  - Kentuckyspayneuter.org
  - Kspayneuter.com
  - Kspayneuter.org
  - Spayneuterkentucky.com
  - Spayneuterkentucky.org
  - Spayneuterky.com
  - Spayneuterky.orgThe sites are 100 each plus 12 a year for the web forwarding

**NEW BUSINESS**

1. Estill and Robertson Counties lawsuit
2. ACO Minimum Training Requirements and Administrative Regulations.
  - a. Committee to review other states

**NEXT MEETING**

**ADJOURNMENT**

**ANIMAL CONTROL ADVISORY BOARD MEETING**  
**NOVEMBER 13, 2008**  
**107 CORPORATE DRIVE**  
**FRANKFORT KENTUCKY**

**BOARD MEMBERS PRESENT**

Chair Becky Reiter  
Rick Smith  
Jennifer Nagle  
Keith Crawford  
Christina Farthing  
Marty DeVore  
Mary Hendricks  
Dr. Linda Grimes  
Judge John Settles  
Ellen Sams

**OTHERS PRESENT**

Christine Farthing, KHA  
Clint Quarles, KDA  
Joyce Parman, KDA  
Toni Parker, KDA

**CALL TO ORDER**

Chairperson Beckey Reiter called the meeting to order. Two corrections were made to the September 18, 2008 meeting minutes. Ms. Reiter then asked for a motion to approve the minutes as amended. A motion was made by Judge John Settles and seconded by Mr. Marty DeVore. The motion carried.

**BUSINESS**

Ms. Reiter discussed the Kentucky Horse Council Equine Abuse Investigation Training held October 1-3 in Morehead, KY. She said it was the "best hands-on training" she had ever attended and that her staff will be required to attend this training whenever it is available.

Ms. Reiter informed the Board that both she and Judge Settles participated in the program at the Kentucky Animal Control Training Conference that was held at Lake Barkley State Resort Park, Cadiz, KY October 23 & 24, 2008. She said the conference, whose main goal was to put together a comprehensive training schedule, was informative although attendance was low.

**Shelter Construction Grant**

The ACAB was awarded \$3,000,000 in the FY08-09 budget for the construction of new shelters or for renovations of existing shelters. The Board discussed whether project costs should be adjusted to provide for an 80/20 cost share. The Board also discussed inter-governmental

agreements and an application deadline date. Ms. Reiter stated that each shelter application should be reviewed in detail. KDA staff attorney, Clint Quarles, noted the possibility that it could be up to a year before the funds may be made available, and in the alternative that the shelter project may not be funded. Mr. Quarles explained that the bonding process has not started and it has not been determined when it will begin; it could be another calendar year. Ms. Reiter stated that she would like the Board to proceed with the application process with the understanding that this is a bond issue and that the monies are not in place at this time. After further discussion regarding grant applications and the information counties will be required to provide; it was determined that the grant applications were to be very specific as to the current county facility, if any, and its plans if awarded a grant.

Mr. Quarles expressed concern with regard to multi-county agreements. He also reminded the Board that they do not have a secured interest in the facility and will have no authority after funding; notwithstanding the right to demand repayment if terms of the grant agreement or applicable statutes are violated.

The Board discussed shelter construction grants previously provided to Martin, Morgan, and Pike Counties.

#### Audit

Mr. Quarles informed the Board that the State Auditor had requested an audit of the ACAB programs. The audit showed no discrepancies. The cost of the audit was charged to the ACAB in the amount of \$4,300. The Board has approximately \$25,000 in general shelter funds remaining. Board members were concerned that the cost of the audit represented approximately 20% of the over-all budget that would be taken away from possible grants. Ms. Reiter suggested reviewing the timesheets of the state auditors. She also reminded that Board that \$70,000 that had been annually appropriated for operating expenses since the inception of the Board twelve years ago is no longer available. Ms. Reiter said that the ACAB should go to the Agriculture Development Board and let them know how important the work of the ACAB is on the state level.

#### Spay/Neuter

Ms. Reiter asked for a motion to appropriate \$100,000, raised from the sale of spay/neuter license plates, toward funding spay/neuter grants to county shelters and non-profit organizations. The Board determined that all applications must be postmarked no later than December 31, 2008. A motion was made by Ms. Christina Farthing and seconded by Mr. DeVore to fund the project and accept applications. The motion carried.

Mr. Rick Smith made a motion that the Board suspend the spay/neuter voucher program for one year because of lack of funding and insufficient staff to assist in administering the program. Ms. Ellen Sams seconded the motion to suspend the voucher program for one year. The motion carried.

Ms. Jennifer Nagle, Ms. Sams, Mr. Smith and Dr. Linda Grimes volunteered to review the spay/neuter grant applications and make a recommendation to the Board regarding the funding of each.

Mr. Quarles reported that the Spay/Neuter KY Website had been purchased, however the KDA has not yet received approval from the Commonwealth Office of Technology for its use.

The Board discussed the price of printing and the placement of spay/neuter posters in county clerk offices, shelters and veterinarian clinics.

The next ACAB meeting will be held on February 26, 2009, at 10:00 a.m., 107 Corporate Drive, Frankfort, KY.

There being no further business, Mr. DeVore made a motion to adjourn which Mr. Keith Crawford seconded. The motion carried.

ANIMAL CONTROL ADVISORY BOARD MEETING  
November 13, 2008  
107 Corporate Drive  
Frankfort, Kentucky  
10:00 a.m. (EDT)

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

September 18, 2008 Meeting

**OLD BUSINESS**

1. Training
  - a. Kentucky Horse Council – Sept 30 – Oct 2
  - b. Kentucky Animal Control Association – Oct 23 & 24
2. Shelter Construction Grant
3. Spay/Neuter KY Website

**NEW BUSINESS**

1. If Any

**NEXT MEETING**

**ADJOURNMENT**