

**DIVISION:** Animal Control

**STAFF:**

Captain William R. Tydings - FT  
Sgt. Peter O'Brien - FT  
Shelter Manager Toni Thomas - FT  
Sr. ACO Richard Samuels - FT  
ACO David Fullerton - FT  
ACO Sue Duncan - FT  
ACO Ashley Krieger - FT  
ACO Beverly Campbell - FT  
ACO Danny Dobson - FT  
ACO Jessica Henderson - PT  
ACO Eric Couturier - PT  
Animal Control Clerk Donna Shepherd - FT  
Animal Shelter Assistant Val Few – FT  
Animal Shelter Assistant Lisa Phelps – FT  
Animal Shelter Assistant Vacant – FT  
Animal Shelter Assistant Patricia Hamby – PT  
Animal Shelter Assistant Steven Grinde – PT

**PRIMARY AREAS OF RESPONSIBILITY:**

**Field Services** – ACO's respond to citizen complaints for dogs & livestock running at large, animal noise, injured animals, animal attacks & bites, stray dogs, and any other complaints dealing with animals.

ACO's respond to approximately 850 calls a month. In 2011, the ACO's also handled 244 wildlife calls. 131 of those were relocated.

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**Investigations** – Animal fighting, cruelty to animals, and animal theft. This includes obtaining search warrants and seizing animals. These cases are usually very time consuming

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**Enforcement** – ACO's are constantly educating the public but are also tasked with enforcing state & county code. In 2011 the division issued 817 summons & 557 written warnings.

**Shelter Operations:**

**Cleaning** – The shelter has 60 dog kennels & 67 cat cages. It takes 15 minutes per kennel & cage. Each kennel & cage must be cleaned, disinfected, dried, & restocked according to state requirements. The euthanasia room, food prep room, visitors room, and sally port must also be cleaned daily.

**Animal Care** – All animals are vaccinated & treated for any injury or illness. Some animals have to be transported to the vet. All animals receive adequate care on a daily basis. In 2011 the shelter received 3,031 animals. All animals must be processed. The state requires that an animal information sheet must be maintained on all animals.

**Adoptions** – The shelter is responsible for adopting out animals. This entails not only working with citizens, but numerous rescue leagues as well. **In 2011 the shelter adopted 427 animals.** Most animals are spayed/neutered at the Virginia Kincheloe Clinic before they leave the facility. Apointments are made by shelter staff.

**Redemptions** – The shelter is responsible for returning animals to their owners. The shelter makes all reasonable efforts to return animals to their owners. The shelter maintains a lost & found log & lost & found board in the lobby, maintains several websites, and puts a weekly ad in the Free Lance Star to accomplish this task. **In 2011, the shelter returned 626 animals to their owner.**

**Euthanasia** – Unfortunately it is necessary to euthanize animals due to illness, behavior, or space needs. **In 2011, the shelter euthanized 1,391 animals.**

**Customer Service** – Besides the above mentioned services, the division provides other services to the county such as loaning out traps & other needs that the citizens may have. **In 2011, the shelter received 6,173 visitors.** The shelter also maintains customer service survey cards to get feedback to better serve the citizens.

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#### **Other Programs & Services:**

**Rabies Clinic** –The division operates 2 rabies clinics a year. **At the 2012 Spring & Fall Rabies Clinics, 1,374 animals were vaccinated.**

**Education Program** - The division provides an education program. We provide displays & information to schools for career days and other programs. The shelter also provides tours for groups such as boy scouts, girl scouts & other groups.

**Special Events** – The division provides displays & information for most all county events.

**Emergency Operations** – Anytime an emergency shelter is activated, the division is responsible for maintaining a shelter for animals at the emergency shelter. The division has an emergency response trailer that carries all of the cages & equipment to complete this task.

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#### **Organizations & Committees**

**Virginia Animal Fighting Taskforce** – Sr. ACO Samuels is the president & Captain Tydings is a board member of the taskforce. Most all of our ACO's are members of the taskforce. The taskforce assisted in numerous operations in other jurisdictions this past year & have been commended for their work.

**Virginia Animal Control Association** – Captain Tydings is a board member.

**Virginia Federation for Humane Society's** – Sr. ACO Samuels is a board member.

**Comprehensive Animal Care Laws Committee** – Captain Tydings was appointed to this committee.

**Legislative Working Group** – Captain Tydings was appointed to this group.

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**Administration**- Management is responsible for ordering food, drugs, equipment, & other supplies. Management is also responsible for maintaining work orders, billing, mandated monthly reports & drug logs, scheduling staff, responding to citizen complaints, & overseeing daily shelter & field operations.

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#### **GOALS for 2012-2013**

**65% Adoption Rate**

**Meet National Animal Control Association standards of 6 shelter assistants in the kennel area on a daily basis**

**Improve on the Emergency Operations Plan**

**Have all ACO's Complete LE Basic**