

**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.

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**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. Apoinmtnets 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**