

## ANIMAL CONTROL ADVISORY BOARD MEETING

January 9, 10:00 a.m.  
Room 188, Capitol Annex  
Frankfort, Kentucky 40601

### Members Present:

Becky J. Reiter, Judy Cooke, Dr. Linda Grimes, Judge John Settles, Anne Willson, Alline Summe, Rick Smith, and Elba Neat.

### Others Present:

Biff Baker and DeVon Hankins, Legislative Research Commission; Mark Farrow, and Ann Stewart, Department of Agriculture.

Ms. Reiter called the meeting to order and asked for approval of the minutes of the November 2002, meeting. Motion was made by Ms. Willson and seconded by Dr. Grimes to approve minutes. Motion passed.

### Old Business:

**Legislation:** Board reviewed proposed bill last meeting, edited copy will be sent to Mr. Farrow and Mr. Baker. Representative Roger Thomas will sponsor the bill. Mr. Farrow also advised that he was hopeful that Senator Buford would support this legislation. The legislators will return February 4 for a 30-day session. The Board briefly discussed Senator Buford's animal cruelty bill and the penalties.

**Spay-Neuter License Plate:** As of January 6, the Department of Transportation had received 43 applications for the license plate. There has been some confusion regarding the deposit for the plate, but DOT is accepting a \$25 deposit. The plate will be printed when 900 signatures are obtained. Ms. Reiter will design a poster for distribution to county clerks, animal shelters, veterinarians, feeder supply stores, merchants, etc. Mr. Smith suggested that notification of the license plate and a copy of the application for a special license plate be sent to the Judges' and Magistrates' Associations and request that it be printed in their newsletters.

**Training:** Dr. Grimes reported that she had contacted Morehead University for a date to schedule a euthanasia date, but she has had no response as yet. Ms. Reiter advised that she had been invited by the American Humane Society to be trained as an instructor to do euthanasia by injection. They will pay for the training if she will be an instructor for the organization. She is considering the proposal, but hasn't made her decision yet.

**Grant Recipient Progress Reports:** Mr. Farrow reported that several shelters are completed and open. The Board requested that Mr. Farrow write the new County Judge/Executives to discuss the grant received by their county and what's expected of them as far as reports, etc. Ms. Reiter requested that a list of the counties with completed shelters be sent to all Board members along with the minutes of this meeting.

**Equipment Grants:** The Board requested that a letter and grant application be sent to all County Judge/Executives. The deadline for accepting applications is February 15. The amount of the grants will be limited to \$1,000. The Board should know by early March if funds will be available for the grants. A short explanation of who the members of the Board are and the functions of the Animal Control Advisory Board will be included with the application.

**New Business:** Ms. Reiter told the Board she had received a call from a Field Supervisor in Jefferson County who was asking about training. They've scheduled their training for spring and summer and have offered to provide a training facility if the Board wanted to bring a speaker in for the training session. She was asking the Board for feedback on their proposal. Mr. Farrow advised the Board that there are still questions about the budget and that another budget cut was expected. The Board asked Ms. Reiter to discuss the training session with the Jefferson County office to determine what training was being offered and the cost. The Board would like to see training in public relations, basic training, and field services role playing.

The next meeting is scheduled for Wednesday, February 19, 2003, 10 a.m., Room 188, Capitol Annex.

Motion to adjourn was made and seconded by Dr. Grimes and Ms. Cooke. Motion passed. Meeting adjourned.

## ANIMAL CONTROL ADVISORY BOARD MEETING

February 19, 10:00 a.m.  
Room 188, Capitol Annex  
Frankfort, Kentucky 40601

### Members Present:

Judy Cooke, Dr. Linda Grimes, Mary Beth Hendricks, Elba Neat, Margie Patton, Judge John Settles, and Rick Smith.

### Others Present:

Biff Baker, Legislative Research Commission; Mark Farrow and Ann Stewart, Department of Agriculture.

Mr. Smith called the meeting to order. Judge Settles moved that Mr. Smith be appointed chairman for this meeting only (February 19, 2003). Ms. Patton seconded the motion. Motion passed.

### Old Business:

**Budget:** The question was raised by Mr. Smith concerning the state budget and funds available to the Board. Mr. Farrow reported that the House had voted and passed a budget bill. The House version had approximately \$285,000 for debt service on a \$1.6 million bond. The Board still had the \$70,000 per year available under the spending plan. The Senate received the budget bill and have scheduled hearings, but it remains uncertain at this time what will happen.

**Legislation:** House Bill 435. Mr. Farrow gave a brief summary:

- Prohibition of gunshot as a means of euthanasia in animal shelter settings only. This is a major change from 2002.
- Most of the remainder of the bill is the same as in 2002 -- there are very few changes in the rabies issue -- a qualified person can still vaccinate his own dogs. A few technical changes had been made in the rabies portion, but nothing that should cause problems.
- The definition of animal shelter contains a minor change.
- Minimum animal shelter standards were incorporated into the legislation. It incorporates some new standards into the grant process and then later it makes those standards a part of all shelter situations. The standards are very minimal. It was felt the bill would not pass if the standards were too strict. The bill allows the counties to establish stricter standards if they so choose. The minimum of three inches of gravel was deleted because the material can't be cleaned.
- The bill allows each county to establish an animal licensing by ordinance. The counties would retain all funds collected as a result of the license sales for animal control and sheltering programs. The bill gives cities the same opportunity.
- The Commonwealth Attorneys did not want to be the agents to enforce the law. After talking with their representative, and in the best interest of the bill, this section was deleted. This was done because a citizen now has the right to file an action in their local circuit court and with the two year delay in implementing the standards, the Board and the General Assembly would have the opportunity to discuss this issue to see if there's an agency that could handle enforcement. This was a necessary change to avoid opposition by the Commonwealth Attorneys.
- Dogs with a valid rabies vaccination and identification are considered personal property and subject to larceny. The valid rabies vaccination and some type identification replace the state tag. Certificate and tag requirements must be complied with even if qualified persons choose to vaccinate their own dogs.
- Basically, the remainder of the bill is clean-up language.
- The bill states that a person must be employed by a governmental agency before he has the powers of peace officers.
- Eliminates the livestock fund and transfers any balance in the fund to the Animal Control Advisory Board.

House Bill 435 and the euthanasia bill are scheduled to be heard by the Agriculture and Small Business Committee February 20. Mr. Farrow will attend the meeting and felt it would be beneficial to have a Board member (or members) present. Mr. Smith urged members to attend if possible. Judge Settles reported that the bill had the support of the Judges' Association.

Spay-Neuter License Plate: Posters have been printed and mailed to all county clerks, the Judges' and Magistrates' Associations. As of February 17, the Department of Transportation had received 308 applications for the license plate.

Equipment Grants: Fifty-five applications have been received for equipment grants. Copies were distributed to Board members. The Board members will review and discuss during a future meeting.

**New Business:** No new business.

The next meeting is scheduled for Thursday, April 3, 2003, 10 a.m., Room 188, Capitol Annex.

Motion to adjourn was made and seconded by Ms. Cooke, seconded by Dr. Grimes. Motion passed.  
Meeting adjourned.

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## ANIMAL CONTROL ADVISORY BOARD MEETING

April 3, 2003, 10:00 a.m.  
Room 188, Capitol Annex  
Frankfort, Kentucky 40601

### Members Present:

Beckey Reiter, Judy Cooke, Dr. Linda Grimes, Mary Beth Hendricks, Elba Neat, Margie Patton, Judge John Settles, Aline Summe, Wayne Caudill, and Rick Smith.

### Others Present:

Biff Baker, Legislative Research Commission; Cara Hazelwood, Senataor Kelly's office; Linda Davis, Morehead, Chris Gilligan, Channel 32, Harvey Mitchell, Mark Farrow, Phil Carter, and Ann Stewart, Department of Agriculture.

Ms. Reiter called the meeting to order. Ms. Patton moved that minutes of the February 19, 2003, meeting be approved; Ms. Hendricks, seconded the motion. Motion passed.

Ms. Reiter introduced Linda Davis, the artist who submitted the design chosen for the spay/neuter plate. Mr. Mitchell presented a plaque to Ms. Davis on behalf of the Department.

Ms. Hazelwood introduced herself and explained that Senator Kelly had requested she attend the meeting. She told the Board she was working on a legislative briefing book of possible legislative issues for the 2004 session.

Ms. Reiter advised the members that her term as chair of the Board had expired and asked for nominations. Ms. Patton nominated Ms. Reiter, motion was seconded by Ms. Cooke. Judge Settles called for a vote, Mr. Smith seconded the motion. Ms. Reiter was elected as chair. Mr. Caudill made the motion to elect Mr. Smith as elected vice chair, Ms. Reiter seconded. Mr. Smith was elected vice chair.

### Old Business:

Budget: Mr. Farrow reported that the General Assembly had appropriated \$1.6 million for construction grants (part of bond package). The bond will probably be sold in the fall and funds will probably be available at that time. The Board will have 3 years to expend funds. The general money of \$70,000 is still available and ready to be used for training, administrative purposes, or the grants to be discussed today.

It was suggested that minor changes be made to the grant application. Ms. Reiter appointed a committee to work on recommendations to assist counties in constructing shelters and in preparing grant applications. Ms. Patton, Ms. Reiter, Dr. Grimes, and Ms. Summe will serve on the committee.

Legislation: House Bill 435. Ms. Reiter reported that H.B. 435 passed out of the House. It passed out of committee in the Senate, but wasn't called for a vote. She advised that she had talked to Senator Roeding and he had committed to sponsor the bill. Ms. Reiter and Ms. Summe will poll legislators who were opposed to the bill to attempt to learn their concerns about the bill. They will also poll the Senate leadership to ask why the bill wasn't called for a vote.

Training: At the present time no training sessions are scheduled. Ms. Reiter would like feedback from counties to determine what type training they need. The Board discussed having in-state instructors for training seminars and regional seminars. Issues that might be discussed are how to get a warrant, when to get a warrant, professionalism, how to address every day issues, and shelter cleaning. Ms. Summe moved that the Board move forward in setting up regional training seminars, Ms. Patton seconded motion; motion passed. Mr. Farrow advised that any training had to be completed and paid for by July 11. It would have to be in the form of a personal service contract and approved by the Cabinet for Finance and Administration.

Equipment Grants: The Board discussed grant conditions and equipment purchases that would be approved. Mr. Caudill moved that applications received after deadline date of February 15, 2003, should not be considered for funding. Judge Settles seconded his motion. Motion passed. The Board agreed that counties who did not submit an equipment list will not be considered for funding. The following decisions were made concerning applications for funding:

01-Fleming County	approved
02-Morgan County	approved
03-Hardin County	approved
04-McCreary County	approved
05-Rockcastle County	motion passed to accept washer, dryer and grooming tools as equipment
06-Trigg County	approved
07-Allen County	approved
08-Edmonson County	approved
09-Calloway County	approved
10-Carter County	approved
11-Anderson County	approved
12-Laurel County	approved
13-Mason County	repairs disallowed; send letter suggesting they apply for construction grant; suggest purchasing free standing cages
14-Muhlenberg County	approved - Ms. Reiter will call to discourage purchase of net gun
15-Scott County	approved
16-Boone County	approved
17-Wayne County	approved
18-Shelby County	approved
19-Gallatin County	motion passed to allow purchase of freezer allowed
20-Warren County	approved
21-Pendleton County	purchase of pain reliever disallowed
22-Crittenden County	approved
23-Daviess County	motion passed to allow purchase of software
24-Clark County	approved
25-Oldham County	approved
26-Washington County	approved
27-Estell County	approved
28-Pulaski County	approved
29-Campbell County	approved
30-Woodford County	approved
31-Owsley County	approved
32-Bullitt County	approved
33-Bourbon County	purchase of office equipment approved; purchase of gravel disallowed
34-Meade County	approved
35-Owen County	approved
36-Lawrence County	approved
37-Breathitt County	approved
38-Bell County	approved
39-Montgomery County	approved
40-Barren County	approved
41-Livingston County	approved
42-Hancock County	approved
43-Franklin County	approved
44-Green County	approved
45-Christian County	approved
46-Grant County	approved
47-Lexington-Fayette County	approved
48-Jessamine County	approved
49-Lincoln County	approved
50-Leslie County	repairs to incinerator and sidewalk disallowed; purchase of lawn mower and weed eater disallowed - suggest they apply for construction grant
51-Pike County	approved
52-Menifee County	sewer upgrade disallowed; purchase of cleaning equipment, rakes, shovels, hose, nozzle and stainless steel (not heated) bowls approved
53-Harrison County	approved
54-Harlan County	approved

The Board voted to move an addition \$15,000 into the fund for equipment grants upon motion of Mr. Caudill and Ms. Patton.

**New Business:** No new business.

The next meeting is scheduled for Thursday, June 5, 2003, 10 a.m., Room 188, Capitol Annex.

Motion to adjourn was made and seconded by Ms. Cooke, seconded by Judge Settles. Motion passed.  
Meeting adjourned.

## ANIMAL CONTROL ADVISORY BOARD MEETING

June 3, 2003, 10:00 a.m.  
Room 188, Capitol Annex  
Frankfort, Kentucky, 40601

### Members Present:

Judy Cooke, Dr. Linda Grimes, Elba Neat, Margie Patton, Judge John Settles, Anne Willson, Larry Hurt, Dr. Walter Haines, and Rick Smith.

### Members Absent:

Beckey Reiter, Aline Summe, and Mary Beth Hendricks.

### Others Present:

Mark Farrow and Ann Stewart, Department of Agriculture.

Mr. Smith called the meeting to order and welcomed new members, Dr. Haines and Mr. Hurt. The motion to approve minutes of the April 3, 2003, meeting was made and seconded by Mr. Neat and Judge Settles. Motion passed.

### Old Business:

Mr. Farrow reported that the 900 applications needed for the spay/neuter plate had been received and the Department of Transportation has begun the process to produce the plates. The DOT hopes to have the plates printed by August or September.

Mr. Farrow reported that the 53 equipment grants had been mailed. To date, three invoices for reimbursement have been received.

Shelter Improvements Committee: Ms. Patton advised that the committee has not met. The committee members are visiting animal shelters who received grant funds for construction or renovation to determine areas to be addressed in the suggested plans/specifications. Dr. Grimes suggested that funding/budgeting guidelines should also be sent to the counties. Dr. Haines suggested the committee contact Purina for suggestions on building plans. Ms. Patton suggested that recommendations be prepared and included with grant applications for construction/renovation funds. Ms. Patton reported on her visits to the Butler County, Ohio County, and Allen County animal shelters. Ms. Cooke reported on the Bell County shelter.

Budget: Mr. Farrow received an inquiry concerning allocation of \$70,000 for the coming year. Dr. Grimes reported that two EBI sessions would be \$10,000 (approximately \$5,000 per session). The Board agreed to allocate the funds as follows: \$10,000 for administration; \$20,000 for EBI training; and \$40,000 for additional equipment grants.

Training: An EBI training session may be held in August or September; with possibly three sessions or four sessions scheduled for next year. Mr. Farrow reminded Board members that Finance Cabinet approval for expenditures is required before contracts can be signed for the training sessions.

New Business: No new business.

Next Meeting: Ms. Reiter will set date for the next meeting.

Motion to adjourn was made and seconded by Ms. Cooke and Judge Settles. Motion passed. Meeting adjourned.

## ANIMAL CONTROL ADVISORY BOARD MEETING

September 18, 2003, 10:00 a.m.  
Room 188, Capitol Annex  
Frankfort, Kentucky 40601

### Members Present:

Becky Reiter, Judy Cooke, Dr. Linda Grimes, Elba Neat, Judge John Settles, Anne Willson, Mary Beth Hendricks, and Rick Smith.

### Members Absent:

Margie Patton, Aline Summe, and Larry Hurt.

### Others Present:

Sue Lyon, GROWL, Adair County, Richard Tanner, Magistrates Association, Mark Farrow and Ann Stewart, Department of Agriculture.

Ms. Reiter called the meeting to order. The motion to approve minutes of the June 3, 2003, meeting was made and seconded by Ms. Cook and Dr. Grimes, respectively. Motion passed.

### Old Business:

**Equipment Grants:** Twenty-six counties have submitted invoices for reimbursement and checks have been mailed. We have 28 counties who have not submitted invoices for payment.

**Spay/Neuter License Plate:** As of September 17, 1771 spay/neuter plates had been sold.

Ms. Lyon requested the Board consider counties without shelters when distributing spay/neuter funds and suggested that local veterinarians receive funds on behalf of the counties. She stated that she and her husband had been "fostering" dogs for some time and that a shelter in Adair County was badly needed. Ms. Cooke suggested that GROWL apply for private funds to start a shelter and will provide names and addresses of organizations she should contact. Ms. Reiter advised that the Board would be discussing the structure of the spay/neuter program in the next few months and would consider the poor counties when establishing the guidelines of the program.

The Board next discussed grants for construction and renovation. The Board was allotted \$1.6 million dollars to disburse over the next 3 years. Funds are now available and applications will be sent to the county judges next week. Minor changes were made to the application form and approved by the Board. Mr. Tanner asked if favorable consideration would be given to counties whose match was more than the required 20 percent. The Board agreed and will give "extra points" when a match of more than 20 percent is made by the applicant. The Board decided on a December 31, 2003, deadline for receiving grant applications. Mr. Farrow suggested that the applications be scrutinized more thoroughly than in the past.

**Shelter Improvements Committee:** Ms. Reiter received information from the Humane Society of the United States which listed recommendations for building and operating an animal shelter. The packet was supplied to Board members and will be mailed to county judges with grant applications.

**Kentucky Association of Counties Meeting:** The annual meeting will be held November 19-21, 2003. The Board discussed attendance at the KACO meeting. Dr. Grimes moved that the Board attend the conference and sponsor a booth at a cost of \$400, her motion was seconded by Ms. Willson and the motion passed. Ms. Reiter will attend and asked for volunteers to man the booth during the 3-day conference--Dr. Grimes volunteered to work in the booth for a day. Mr. Farrow stated that convention would be a good time to advise county judges of legislation that would assist their counties in building and operating animal shelters. The meeting would also be a good opportunity to ask for their support of the bill and request that they contact and urge their legislators to vote for the bill. Mr. Smith will contact the president of the association about having a member of the Board on the convention program.

**Training:** Mr. Farrow is preparing a contract for two sessions of euthanasia by injection training, with sessions to be held before June 30. Ms. Reiter advised that she talked with Eric Blow about the possibility of developing an in-state certification training program similar to the NACA Level I training. If this program is established, in-state personnel could



be used to conduct the training, it would no longer necessary to limit the number of attendees, travel expenses would be reduced, it would be more convenient for county employees to attend, and the costs of the training could be customized depending on the counties' needs. She is also talking with University of Louisville officials concerning giving CEU credits for the training.

**Legislation:** The Board agreed to resubmit the bill introduced during the 2003 session of the General Assembly. Mr. Farrow stated that Senator Buford has agreed to sponsor the bill in the Senate. Ms. Reiter will talk with Senator Roeding concerning co-sponsoring, and Mr. Smith will contact Senator Palmer concerning possible support and co-sponsorship. Representative Thomas has agreed to sponsor the legislation in the House.

**New Business:** Although not discussed during the meeting, Dr. Haines submitted his resignation from the Board to Governor Patton. He is now residing in Louisiana.

**Next Meeting:** The next meeting is scheduled for January 8, 2004, at 10 a.m.

Motion to adjourn was made and seconded by Ms. Willson and Ms. Cooke. Motion passed. Meeting adjourned.

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BILLY RAY SMITH  
COMMISSIONER



OFFICE TELEPHONE  
(502) 564-5126  
FAX: (502) 564-5016  
TTY: (502) 564-2075

COMMONWEALTH OF KENTUCKY  
DEPARTMENT OF AGRICULTURE  
OFFICE OF THE COMMISSIONER  
CAPITOL ANNEX, SUITE 188  
FRANKFORT, KY 40601

**MEETING NOTICE**

TO: Animal Control Advisory Board Members  
FROM: Mark Farrow  
General Counsel  
DATE: December 22, 2003  
SUBJECT: Animal Control Advisory Board Meeting

The next Animal Control Advisory Board meeting will be held Thursday, January 8, 2004 at 10:00 a.m., Room 188, Capitol Annex.

Please call Ann Stewart (502/564-6099, ext. 223) on or before Monday, January 5, to confirm your attendance.



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