

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: April 20, 2005

SUBJECT: Animal Services Director

ATTACHMENTS: Yes

SUMMARY OF REQUEST:

The County Manager will introduce our new Animal Services Director, Mr. Morgan Woodward. The Board will also be presented with the Animal Services Work Plan for the upcoming months.



**HENDERSON COUNTY
OFFICE OF THE COUNTY MANAGER**

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MEMO

TO: Board of Commissioners

FROM: David E. Nicholson
County Manager

DATE: April 11, 2005

SUBJECT: Animal Services Director

I am pleased to inform the Board that I have hired Mr. Morgan Woodward as Henderson County's Animal Services Director. Mr. Woodward is coming to us from McKinney, Texas (near Dallas) where he worked as an Animal Services Supervisor for the Texas SPCA. I am pleased to find a candidate with such a strong background and leadership skills to take over the operation of this department.

I will be formally introducing him to you at your April 20, 2005 meeting.

ANIMAL SERVICES WORK PLAN (April 2005)

TASK	COMMENTS	TARGET DATE	<input checked="" type="checkbox"/>
Review and Update SOG's	Address response, on call, citations and ordinance enf.	May 2005	
Staff Training Program	Monthly training program on ordinance, techniques, conduct, etc.	Monthly	
Develop Comprehensive Work Plan	Meet with staff and Supervisor to develop work plan for fy 05-06	June 05	
Permit requirements for Kennels	Requirements to follow state standards for new adopted Kennel and Cattery section of ordinance	May 2005	
Animal Ordinance updates	Develop ordinance updates for exotic animals, security dogs, confinement/restraint (leash), license fees and criteria, spay neuter, nuisance, etc with input from Animal Services Committee	May July October January 06	
Implement / Improve Programs	Adoption, spay/neuter, education, schools, public relations, community groups, volunteers, animal rescue, animal husbandry, computer tracking of animals and activities, micro-chipping	monthly	
CART	Revise County Animal Response Team plan and convene regular meetings of team members	June 05	
Animal Services Committee	Provide guidance and staff support (meeting minutes, agendas, refreshments, etc) to Animal Services Com. Also advise BOC regarding project assignments for ASC	Monthly	
Animal Services Center construction	Assist Bill Byrnes with facilitating the construction of the new Animal Services Center	June 05 – April 06	
Animal Service Brochures	Brochures for public contact ref quarantine, dangerous dogs, rabies shots, etc..	August 05	
Public Information	News releases regarding ordinance changes (citations, kennels and catteries) and new programs.	Monthly as needed	
Uniforms/ logo	Work with staff to develop uniform colors and logo	April 2005	