

## **REQUEST FOR BOARD ACTION**

### **HENDERSON COUNTY BOARD OF COMMISSIONERS**

**MEETING DATE:** December 1, 2008

**SUBJECT:** Revised Hours for Henderson County Animal Services Center

**ATTACHMENTS:** No

#### **SUMMARY OF REQUEST:**

Henderson County Animal Services Center's current business hours are 8:00am – 4:30pm Monday through Friday and 9:30am – 2:00pm on Saturdays. These hours were set when the shelter's morning duties were done by 8 employees, which included Animal Enforcement Officers. Currently, there are only a maximum of 4 employees completing these same morning duties. Staff recommends a change of business hours to 10:30 am – 4:30pm Monday through Friday and 10:00am – 2:00pm on Saturdays. These new business hours will give staff 2 hours of uninterrupted time to carryout essential morning duties thus enhancing the level of service to our animals and citizens. It will also give staff an uninterrupted window to conduct regular staff meetings. The Center will continue to receive people (early am) who have an appointment for pets on the spay/neuter transport.

#### **BOARD ACTION REQUESTED:**

Staff recommends approval of the proposed new business hours.

#### **Suggested Motion:**

*I move that the Board of Commissioners approve the proposed new business hours.*