



WASHOE COUNTY

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Comptroller
Clerk

STAFF REPORT

BOARD MEETING DATE: June 28, 2016

DATE: June 6, 2016

TO: Board of County Commissioners

FROM: Shyanne Schull, Director of Regional Animal Services
328-2142, sshull@washoecounty.us

THROUGH: Nancy Parent, Washoe County Clerk on behalf of Regional Animal Services Department

SUBJECT: Request by the Director of Regional Animal Services through the Washoe County Clerk, and pursuant to Washoe County Code ("WCC") 2.030, to initiate amendments to WCC Chapter 55 (Animals and Fowl) related to the creation of an Animal Services Advisory Board, outline the duties and responsibilities of the board, specify the composition of the board, the appointment of members, the members' terms of service, officers, meetings, compensation and removal; and to incorporate policy direction related to the proposed Animal Services Advisory Board provided at the Board of County Commissioners' April 12, 2016 meeting; and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance in accordance with WCC 2.040. (All Commission Districts.)

SUMMARY

The Director of Regional Animal Services, through the County Clerk, requests (pursuant to WCC 2.030) to initiate proceedings to amend WCC Chapter 55 (Animals and Fowl) to create an Animal Services Advisory Board, to outline the duties and responsibilities of the board, and to make other related amendments necessary to the composition and operation of this proposed board.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

On April 22, 2014 the Board of County Commissioners ("Board") approved establishing Washoe County Regional Animal Services as a standalone department.

On June 17, 2014, the Board directed the Clerk to submit a request to the District Attorney to initiate proceedings to amend WCC Chapters 5 and 55 to create the

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Department of Regional Animal Services and the position of Director of Regional Animal Services.

On April 12, 2016, the Board held a discussion and gave policy direction to staff regarding the creation of an Animal Services Advisory Board, the duties and responsibilities of such a board, and the composition of membership of the proposed advisory board.

BACKGROUND

The County Managers Office and Washoe County Regional Animal Services (WCRAS) initially met with OnStrategy to plan the public input process for the proposed code amendments. As a first step in the public input process, WCRAS shared proposed code revisions with key stakeholder groups, including the Cities of Reno and Sparks and major animal groups in our area, which included the SPCA, NHS and Pet Network. Through individual meetings with staff, WCRAS received input from these groups regarding the proposed code amendments.

An online comment process “Open Washoe” was utilized from July 7, 2014 through August 18, 2014 to establish priorities for ordinance workshops, to raise awareness of the code issues and to obtain a broad range of input on topics important to the public. This community engagement tool allowed visitors to the website to read all the comments posted by their fellow citizens, as well as the ability to agree or disagree.

During the public input process, there were numerous media releases and targeted email notifications encouraging the public to give input on the amendments. There were also several news stories, print articles and radio shows discussing the changes and encouraging public input, which resulted in additional input being received via phone calls and emails.

At key points during the public input process, new questions regarding the code revisions were posted on “Open Washoe”, and the proposed code amendments were edited based upon public input. Links to “Open Washoe” were also added to the Regional Animal Services web page and an email account animalcode@washoecounty.us was created for the public to communicate their comments and concerns specific to proposed code changes.

REQUEST

WCC 2.030 provides that amendments to the Washoe County Code may be initiated by a department head by written request to the County Clerk. Upon receiving the request, and pursuant to WCC 2.040, the County Clerk then places the request on an agenda for consideration by the Board. Upon a majority vote of the members present at the meeting,

the Board may approve the request with any changes the Board desires. If approved, the Board would then direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance. Under WCC 2.050, after the District Attorney's Office completes the proposed ordinance, the County Clerk places the proposed ordinance on the agenda for the next regularly scheduled Board meeting in accordance with the adoption procedures in NRS 244.100.

As indicated in the attached letter, the Director of Regional Animal Services has requested an amendment to WCC Chapter 55 (Animals and Fowl) to create an Animal Services Advisory Board, to outline the duties and responsibilities of the board, and to make other related amendments necessary to the composition and operation of this proposed board.

FISCAL IMPACT

The proposed code changes are not expected to increase costs.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve a request by the Director of Regional Animal Services through the Washoe County Clerk, and pursuant to Washoe County Code ("WCC") 2.030, to initiate amendments to WCC Chapter 55 (Animals and Fowl) related to the creation of an Animal Services Advisory Board, outline the duties and responsibilities of the board, specify the composition of the board, the appointment of members, the members' terms of service, officers, meetings, compensation and removal; and to incorporate policy direction related to the proposed Animal Services Advisory Board provided at the Board of County Commissioners' April 12, 2016 meeting; and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance in accordance with WCC 2.040.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a request by the Director of Regional Animal Services through the Washoe County Clerk, and pursuant to Washoe County Code ("WCC") 2.030, to initiate amendments to WCC Chapter 55 (Animals and Fowl) related to the creation of an Animal Services Advisory Board, outline the duties and responsibilities of the board, specify the composition of the board, the appointment of members, the members' terms of service, officers, meetings, compensation and removal; and to incorporate policy direction related to the proposed Animal Services Advisory Board provided at the Board of County Commissioners' April 12, 2016 meeting; and to direct the County Clerk to submit the request to the District Attorney's Office for preparation of a proposed ordinance in accordance with WCC 2.040.



REGIONAL ANIMAL SERVICES

2825-A Longley Lane PO Box 11130 Reno, NV 89520-0027 Center: (775) 353-8900 Dispatch: 322-3647 (DOGS) Fax: 353-8905

June 28, 2016

Nancy Parent
Washoe County Clerk
P.O. Box 11130
Reno, NV 89520

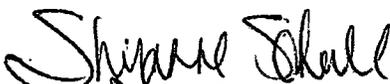
RE: Request to initiate proceedings to amend the Washoe County Code (Chapter 55 – Washoe County Animal Code)

Dear Ms. Parent,

In accordance with WCC 2.030, I request that you initiate proceedings to amend Washoe County Code Chapter 55 (Animals and Fowl) by creating requirements in the code for the creation and duties of an Animal Services Advisory Board.

Included is a proposed staff report requesting that the Board of County Commissioners approve the request and instruct you to direct the District Attorney's Office to prepare a code amendment.

Respectfully,


Shyanne Schull
Director

“Promoting responsible care of animals through education, proactive outreach, and regulation, making Washoe County a safe community.”