

Hampton Animal Control Advisory Committee

-Community Development Conference Room-

Meeting Minutes – July 15, 2021

Voting Members Present: Sharon Bilyj, Katherine Omo, Elizabeth Peabody, Victoria Wineland

Ex-Officio Members Present: Steven Bond (joined briefly)

Staff Present: Annette Oakley (City Manager's Office), Brandi Law (City Attorney's Office)

Call to Order & Welcome

Sharon Bilyj served as Chair in Tiffany Young's absence. She called the meeting to order at 5:39 p.m. and welcomed everyone.

Review Agenda & Approval of Minutes

Acting Chair Bilyj stated the draft minutes from March 18, 2021, were distributed for review in advance of the meeting and asked if there were any changes. There being none, she called for a motion to approve.

ACTION: Victoria Wineland made a motion to approve the minutes as written and Elizabeth Peabody seconded. A vote was taken and motion passed.

City Manager's Report

Mr. Bond reported (during a brief break from the Planning Commission meeting) that he spoke to a gentleman from Williamsburg/James City County who is interested in this committee and getting something started in his area. He wanted to connect to others in the Commonwealth and to relay to Hampton Animal Control Advisory Committee that he was very appreciative of the committee's work.

Animal Control Report

No Report

Current Issues/Trends

No Report

Old Business

Animal Control Code Amendments:

Ms. Law reported for Ms. Wiggins, stating the proposal will go to City Council in the fall. Some related items will still need to go before the Planning Commission before it goes to City Council, because it's partially zoning and partially animal related.

Bylaws Amendment:

Ms. Law stated for any bylaw changes, we need five members in attendance to vote, but there can still be a discussion. The members reviewed the red-lined draft that was provided and gave the following feedback:

- What was the protocol process regarding resignations before the proposed addition? Ms. Law stated it was probably done the same way, just put in the bylaws to memorialize it.
- Is there a cost associated with transfer of copyright, patent or trademark and would the committee member cover the cost? Ms. Law responded the City would cover if it's a legal cost.
- Secretary – There was a consensus to keep the position.

The bylaws item was then deferred to the next meeting when five members are present.

New Business

No Report

Closed Session

Acting Chair Bilyj entertained a motion to convene a closed meeting pursuant to the exemption from open meetings allowed by Section 2.2-3711(A)(1) of the Code of Virginia, to discuss recommendations for appointments to the Animal Control Advisory Committee.

ACTION: A motion was made by Victoria Wineland and seconded by Katherine Omo. A vote was taken and motion passes. The doors were closed.

Certify Closed Session

Acting Chair Bilyj entertained a motion to certify that, to the best of each member's knowledge: (1) Only public business matters lawfully exempted from open meeting requirements under Virginia law were discussed, and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Animal Control Advisory Committee.

ACTION: A motion was made by Victoria Wineland and seconded by Elizabeth Peabody. A vote was taken and motion passes.

Other Business

Brandi Law reported that Mark Talbot started on July 6th as the new Chief of Police. Ms. Law met with him earlier this week and they discussed Animal Control. She stated Chief Talbot is an animal lover and wants to engage with those in the community in regards to animal issues.

There was an inquiry if there is a Police force where officers in general can address animal issues. Ms. Law stated there are some officers who are trained with the catch pole, for example, and since the last meeting a Memorandum of Understanding was signed with Newport News Animal Control to provide shared services for both agencies. Ms. Law also mentioned some Animal Control officers are sworn officers and have the same credentials/training.

Ms. Wineland inquired about how many Animal Control positions are allocated in the budget? Ms. Law was not certain, but said that Mr. Bond may have that information. Ms. Bilyj inquired is it defined anywhere what falls under Police Officers versus Animal Control, such as a dog-barking noise complaint. Ms. Law believes

they would send Animal Control officer for that situation. She mentioned there is an Animal Control policy, which can be shared with committee members. Ms. Bilyj inquired about Animal Control training and mentioned hearing about a new law in Virginia regarding animals in severe weather conditions. Ms. Law stated Animal Control state codes do not allow Police Officers to charge, only Animal Control officers can make those charges. Therefore, the Police Officers would need to be cross-designated as Animal Control officers, which may be possible. They would have to have the additional training and be certified. After some discussion, it was mentioned that maybe Police Officers would volunteer to get the additional certification, as opposed to it being made mandatory. Ms. Law stated Ms. Taylor could probably provide additional information for the committee at the next meeting.

Election of Officer

Due to the resignation of Shelly Keller, the committee needs to vote on a Vice Chair.

ACTION: Victoria Wineland made a motion to nominate Sharon Bilyj as Vice Chair. Elizabeth Peabody seconded. A roll call vote was taken and motion passed.

Public Comment

No one from the public was in attendance.

Next Meeting

The next meeting will be on Thursday, September 16, 2021 at 5:30 p.m.

Adjournment

There being no further business, Vice Chair Bilyj adjourned the meeting.