

Item # 6 (2)

**ADDITIONAL MATERIAL
PUBLIC HEARING
JUNE 24, 2014**

**SUBMITTED AT THE REQUEST OF
OFFICE of the COUNTY AUDITOR**



Office of the County Auditor

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June 20, 2014

TO: Mayor and Members, Board of County Commissioners

FROM: Evan A. Lukic, County Auditor *ICM for EAL*

SUBJECT: Public Hearing Item #6, June 24, 2014, Motion to adopt amendments to the Broward County Administrative Code relating to the Environmental Protection and Growth Management Department

We recommend the Board:

1. Amend the proposed qualifications for the Animal Care and Adoption Division Director at Section 8.7 to include a requirement for "thorough experience in animal care and regulation".
2. Amend Section 8.8 to include a requirement that the ACAD "develop procedures for all fee reduction and waiver programs to include reporting of all reduced or waived fees and payment plans on a quarterly basis to the Board of County Commissioners". (Reference Sections 8.8(d), 27.239(f), 40.9(a), (b) 6), (c) 21), (d), 40.10).
3. Delete Sections 8.8(j), (k), (p), and replace with a new section 8.8 (j) reading "Develop strategies and procedures in support of the County's animal care policies to include pet adoptions, feral cat management and placement of at risk animals".
4. Delete Section 8.8(o) and replace with a new Section 8.8 (o) reading "Monitor effectiveness of and recommend necessary changes to County animal care and adoption policies and programs".
5. Delete the specific brand name medications from the Clinic Service Fee schedule at Sections 40.9 (o)(2), (o)(3), (o)(4) & (o)(15) leaving reference to type of treatment only. i.e. 'Deworming-Oral'.

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Basis for each of the above recommendations:

1. It is a sound business practice to require Director level classifications to have direct experience in the field for which they will be responsible. Inclusion of such requirements in the Code would maintain consistency with existing classification descriptions for high level ACAD positions, other Division Directors within Environmental Protection and Growth Management Department (EPGMD) and County-wide directorships, as well as local peer animal care agencies.
2. Inconsistent application of fee waiver/reduction practices (perceived or actual) may result in disparate treatment, negative customer service experiences and/or hardships for residents. ACAD should develop specific guidelines to effectuate consistent and fair application of fee waivers/reduction and payment plan protocols (i.e. defining 'indigent', using criteria such as 150% of Federal Poverty Guidelines, Medicaid or Supplemental Nutrition Assistance Program (SNAP) eligibility). Reporting will provide the Board with valuable information to help determine if its objectives are being achieved through the waiver program, as well as the potential financial impact of the policy.
3. Our recommended language is designed to clarify that Divisions do not develop policy themselves, but instead "develop procedures" to implement, enact or enforce policies approved by the Board.
4. See basis for 3 above.
5. Limiting the fee schedule to a specific brand of medication reduces the County's options in veterinary treatments if more effective or cost-efficient choices are, or become available. Further, any changes in use of the specified brands would require amendment of the Code. Finally, as written, the proposed language may constitute an endorsement of one brand over another.

Ec: Bertha Henry, County Administrator
Joni Armstrong Coffee, County Attorney
Cynthia Chambers, Director of EPGMD