

COUNTY OF YORK

MEMORANDUM

DATE: May 16, 2024

TO: York County Board of Supervisors

FROM: Mark L. Bellamy, Jr., County Administrator 

SUBJECT: Heritage Humane Society - Animal Shelter Inspection Summary/Inspection Form

The Department of Agriculture and Consumer Services inspected the Heritage Humane Society on April 30, 2024, with no findings. The letter is attached for your review.

As you may recall, Kimberly Laska, the Executive Director, spoke at the Board of Supervisors meeting on April 16, requesting additional funding support. The Board agreed with the request and increased the Shelter's funding by \$7500 from \$35,000 to \$42,500.

Schott/3326

Attachment:

- Letter of Notification dated May 7, 2024



COMMONWEALTH of VIRGINIA

Department of Agriculture and Consumer Services

Division of Animal & Food Industry Services

Office of Veterinary Services

P.O. Box 1163, Richmond, Virginia 23218

Phone: 804-692-4001 Fax: 804-371-2380 Hearing Impaired: 800-828-1120

www.vdacs.virginia.gov

Joseph W. Guthrie
Commissioner

LETTER OF NOTIFICATION

May 7, 2024

To: Scott Stevens, County Administrator Andrew Trivette, City Manager Mark Bellamy, County Administrator
James City County City of Williamsburg York County
101 Mounts Bay Road 401 Lafayette Street P.O. Box 532
Williamsburg, VA 23185 Williamsburg, VA 23185 Yorktown, VA 23690

On April 30, 2024, I inspected the **Heritage Humane Society Public Animal Shelter**, which is the contracted public animal shelter for James City County, Williamsburg, and York County. This inspection was conducted in order to evaluate compliance with the Virginia Comprehensive Animal Care laws, as well as pursuant regulations and directives. Please find attached the **Animal Shelter Inspection Summary** and the **Animal Shelter Inspection Form** (a copy of which was left on site at the conclusion of the inspection). This inspection report is being issued to you as the representatives of the local governing bodies as referenced in Virginia Code section §3.2-6546. The result of this inspection is as follows:

- There were no significant findings of violation.**
- There were findings of non-critical violation.**
A description of the findings is included on the attached "**Animal Shelter Inspection Summary**". Failure to correct the violation(s) may result in referral of this case for enforcement action. You may submit a written response to this inspection, providing an update on actions taken or planned in order to achieve compliance, for consideration in the process of future inspections, enforcement, and civil penalty assessment. *In accordance with the applicable civil penalty matrix, these violations are regarded as "first non-critical violation" (the first cited non-critical noncompliance with the Code of Virginia or Virginia Administrative Code found upon an animal shelter inspection by an inspector within the preceding five calendar years). The "Comprehensive Animal Care Law and Related Regulations Civil Penalty Matrix" can be found online at: <https://www.vdacs.virginia.gov/pdf/Civil-Penalty-Matrix.pdf>*
- There were findings of critical violation and/or repeat non-critical violation.** This case has been referred for determination of civil penalty assessment. You will be issued a notification package by the State Veterinarian's Representative handling your case, which will include further details and instructions.

If you have any questions, you may contact me at 804-692-4001 or angela.crowder@vdacs.virginia.gov.

Respectfully,

Angela Crowder, LVT
Animal Care Inspector

SMW
5/11/24



VIRGINIA DEPARTMENT
OF AGRICULTURE AND
CONSUMER SERVICES

DIVISION OF ANIMAL & FOOD INDUSTRY SERVICES
OFFICE OF VETERINARY SERVICES – ANIMAL CARE
P.O. BOX 1163
RICHMOND, VA 23218
804-692-4001

ANIMAL SHELTER INSPECTION SUMMARY

Facility Name/ID: Heritage Humane Society Public Animal Shelter		Unannounced Inspection Date: 4/30/24	
Facility Physical Address: 430 Waller Mill Road Williamsburg, VA 23185		Facility Mailing Address: 430 Waller Mill Road Williamsburg, VA 23185	
Facility Telephone Number: 757-221-0150		Facility Email Address: info@heritagehumane.org	
Type of Facility: Public Animal Shelter	Owned By: Land - City of Williamsburg Building - Incorporated Humane Society	Operated By: Incorporated Humane Society	
Facility Designation: Entire Building		Weekly Hours of Public Access: Monday – Sunday: 8:30 a.m. – 4:30 p.m.	
Contractual Agreements: Contracted public animal shelter for James City County, Williamsburg, and York County			
Facility Supervisor: Kim Laska		Facility Supervisor Email Address: klaska@heritagehumane.org	
Number of Dogs on Site: ~44	Number of Cats on Site: ~60	Number of Other Companion Animals on Site: 5	
Responsible Authority Name, Title, and Address:			
Scott Stevens, County Administrator James City County 101 Mounts Bay Road Williamsburg, VA 23185	Andrew Trivette, City Manager City of Williamsburg 401 Lafayette Street Williamsburg, VA 23185	Mark Bellamy, County Administrator York County P.O. Box 532 Yorktown, VA 23690	

NARRATIVE SUMMARY (if applicable):

INSPECTION FINDINGS

There were no significant findings of noncompliance. No violations were cited.

State Veterinarian's Representative

Name: Angela Crowder, LVT	Signature: 
Title: Animal Care Inspector	
Date: 5/7/24	



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RICHMOND, VA 23218
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ANIMAL SHELTER INSPECTION FORM

Facility Name/ID: Heritage Humane Society
Public Animal Shelter

Date: 4/30/24

Time: 10:45am

Elements of Inspection

1) Animals on premises. Inspected Not Inspected - Explain:

2) Animal enclosures. Inspected Not Inspected - Explain:

3) Areas of facility. Inspected Not Inspected - Explain:

4) Method of animal euthanasia. Inspected Not Inspected - Explain: veterinarian

5) Other (specify or indicate "N/A"): N/A

Results of Inspection

No Violations Cited

Violation(s) Cited (Details of each violation will be provided in an Inspection Summary, included in the Inspection Report, and mailed to the responsible authority. The Inspection Report will also include information regarding questions or submission of a response upon receipt of the report.)

- | | | | |
|---------------------------------------|---|---|--|
| <input type="checkbox"/> 3.2-6503 | <input type="checkbox"/> 3.2-6574 | <input type="checkbox"/> 2 VAC 5-111-30 (A) | <input type="checkbox"/> 2 VAC 5-150-120 |
| <input type="checkbox"/> 3.2-6546 (B) | <input type="checkbox"/> 3.2-6575 | <input type="checkbox"/> 2 VAC 5-111-30 (B) | <input type="checkbox"/> 2 VAC 5-150-130 |
| <input type="checkbox"/> 3.2-6546 (C) | <input type="checkbox"/> 2 VAC 5-111-20 (A) | <input type="checkbox"/> 2 VAC 5-111-30 (C) | <input type="checkbox"/> 2 VAC 5-150-140 |
| <input type="checkbox"/> 3.2-6546 (D) | <input type="checkbox"/> 2 VAC 5-111-20 (B) | <input type="checkbox"/> 2 VAC 5-111-40 (A) | |
| <input type="checkbox"/> 3.2-6546 (E) | <input type="checkbox"/> 2 VAC 5-111-20 (C) | <input type="checkbox"/> 2 VAC 5-111-40 (B) | <input type="checkbox"/> _____ |
| <input type="checkbox"/> 3.2-6548 (C) | <input type="checkbox"/> 2 VAC 5-111-20 (D) | <input type="checkbox"/> 2 VAC 5-111-40 (C) | |
| <input type="checkbox"/> 3.2-6557 (B) | <input type="checkbox"/> 2 VAC 5-111-20 (E) | <input type="checkbox"/> 2 VAC 5-111-40 (D) | <input type="checkbox"/> _____ |

Reference Materials Provided

- Virginia Administrative Code, Title 2, Agency 5, Chapter 111 "Public and Private Animal Shelters"
- Virginia Administrative Code, Title 2, Agency 5, Chapter 150 "Rules and Regulations Governing the Transportation of Companion Animals"
- VDACS Guidance Document "Guidelines Governing the Veterinary Protocols Required by Virginia Administrative Code 2 VAC 5-111-30"
- Division Administrative Directive 79-1 "Methods Prescribed or Approved for Animal Euthanasia and Competency Certification Requirements"
- VDACS Form "Animal Custody Record"
- Virginia Animal Shelter Civil Penalty Matrix - Guidelines for Enforcement
- Other (Specify): VBP Doc

State Veterinarian's Representative

Name: Angela Crowder, CVT

Signature: [Signature]

REVIEWED WITH: Printed Name Kimberly Laska

Signature Kimberly Laska

Date 4/30/24