Protecting and promoting the optimal health and well-being of Galveston County.

GALVESTON COUNTY HEALTH DISTRICT ANIMAL SERVICES ADVISORY COMMITTEE AGENDA

9850-A Emmett F. Lowry Expressway, Texas City, Texas 77591 Board Room Friday, August 26, 2022 2:00 pm

CONSENT AGENDA: All items marked with a single asterisk (*) are parts of the consent agenda and require no deliberation by the Animal Advisory Committee. Any Committee member may remove an item from this agenda to be considered separately.

APPEARANCE: A citizen desiring to make comment to the Committee shall submit a written request to the Director by noon on the fifth day preceding the Advisory Committee Meeting. A statement of the nature of the matter to be considered shall accompany the request. The Director shall include the requested appearance on the agenda, and the person shall be heard if he or she appears.

QUORUM: A majority of the members (7) with at least (4) City reps and (1) County rep present shall constitute a quorum

Meeting Called to Order

*Item #1 ACTION	Agenda
*Item #2 ACTION	Excused Absence(s)
*Item #3 ACTION	Consider for Approval of Minutes from May 27, 2022 ASAC Meeting
Item #4	Animal Services Manager Report Submitted by Director of Animal Services
Item #5 ACTION	Consider for Approval June 2022 Financial Report Submitted by the CFO
Item #6	Update on FY23 Animal Services Budget Submitted by the CFO
Item #7	Discussion Regarding Cities Joining Animal Services Submitted by the CFO
Item #8	Year Two Animal Services Strategic Plan Update Submitted by Director of Animal Services
Item #9 ACTION	Discussion Regarding Repairs needed at the ARC Submitted by Director of Animal Services
Item #10 ACTION	Consider for Approval Appointing Commissioner Holmes to ARC Pet Allies Board and Update on Next Steps
Item #11	Comparative Data Summary (2022-2021) (Intake and Dispositions) Submitted by the CFO
Item #12	Update from Animal Services Advisory Committee Members
Item #13	Public Comments

Adjournment

Tentative Next Meeting: November 18, 2022

At the discretion of the Advisory Committee Chair, persons who have not submitted written request may be permitted to comment on posted agenda item (s) (limit three (3) minutes per person). In compliance with Texas Open Meeting Act the Animal Advisory Committee may not deliberate on comments. Personal attacks will not be allowed and personnel matters should be addressed to the Animal Services Manager during normal business hours.

MEMBERS MAY BE REACHED DURING THE MEETING AT 409-938-2288 ANY PERSON REQUIRING SPECIAL ACCOMMODATION SHOULD CONTACT AMANDA WOLFF AT (409) 938-2273 48 HOURS PRIOR TO THE MEETING.



Animal Services Advisory Committee Friday August 26, 2022 Item # 1 Agenda



Animal Services Advisory Committee Friday August 26, 2022 Item # 2 Excused Absence(s)



Animal Services Advisory Committee Friday August 26, 2022 Item # 3 Consider for Approval of Minutes from May 27, 2022 ASAC Meeting



Protecting and promoting the optimal health and well-being of Galveston County.

Animal Services Advisory Committee Meeting Minutes May 27, 2022 10:30 AM

Galveston County Health District's Animal Services Advisory Committee convened for its regularly scheduled May 27, 2022 meeting by utilizing Zoom, which allowed for Committee members and the public alike to partake in and/or view the meeting either online or over the phone.

In Attendance:

Commissioner Stephen Holmes, Galveston County Terri Byrd, UBOH James Osteen, City of La Marque Able Garza, City of Texas City Terri Gale, City of Kemah Chris Armacost, City of Hitchcock Jerry Finch, Animal Welfare Yvonne Downs, Animal Welfare Monique Ryans, Daily Operator of an Animal Shelter

Absent:

Jonathon Given, DVM City of Bayou Visit City of Tiki Island

GCHD Staff:

Dr. Keiser, CEO
Trish Bailey, Chief Financial Officer
Kenna Pruitt, Budget & Grant Manager
Amanda Wolff, Executive Office Coordinator/Assistant to CEO

Consent Agenda Item #1-3

Mr. Osteen, Chair, asked the Committee to approve the consent agenda items one through three. Commissioner Holmes made a motion to approve the consent agenda and Mr. Garza seconded the motion. The Committee unanimously approved consent agenda items one through three.

Item #4 Animal Services Manager Report

Monique Ryans, Director of Animal Services, presented the quarterly management report to the Committee.

Item #5 Consider for Approval March 2022 Financial Report

Trish Bailey, Chief Financial Officer, presented the March 2022 financial report and reviewed the fund balance reserve to the Committee. A motion to approve the report as presented was made by Commissioner Holmes and seconded by Mr. Finch. The Committee unanimously approved the March 2022 financial report and fund balance reserve.

Item #6 Consider for Approval FY 2023 Budget Proposal

Trish Bailey, Chief Financial Officer, presented the FY 2023 Animal Services Budget Proposal to the Committee. Mr. Garza made a motion to approval the budget proposal as presented. Commissioner Holmes seconded the motion, and the Committee unanimously approved the budget proposal.

Item #7 Consider for Approval FY2023 ARC Fee Schedule

Trish Bailey, Chief Financial Officer, presented the FY 2023 Animal Services fee schedule to the Committee. Commissioner Holmes made a motion to approve the proposed fees as presented and submit to the United Board of Health for final approval. Mr. Garza seconded the motion, and the Committee unanimously approved the fee schedule.

<u>Item #8 Update on New 5-Year Animal Services Strategic Plan</u>

This item was deferred until next meeting.

Item #9 Update on ARC Live Release Rate

Monique Ryans, Director of Animal Services, provided the Committee with an update on the ARC live release rate with comparisons from 2020 and 2021.

Item #10 Update on ARC Pet Allies

Monique Ryans, Director of Animal Services, provided an update on the status of "ARC Pet Allies", 501c3 to the Committee.

<u>Item #11 Comparative Data Summary (2022-2021) (Intake and Dispositions)</u>

Monique Ryans, Director of Animal Services, presented the comparative data summary 2022-2021 (intake and disposition).

Item #12 Update from Animal Services Advisory Committee Members

No updates were given by Committee members.

No comments were made from the public.

Item #13 Public Comments

The meeting was adjourned.		
Chair	Secretary/Treasurer	_
Date	Date	_



Animal Services Advisory Committee Friday August 26, 2022 Item # 4 Animal Services Manager Report

Animal Services: Management Report

August 26, 2022

1) Vacancies:

- 2 Part-Time Animal Care Technicians
- **O Full-Time Animal Care Technicians**
- 1 Part-Time Veterinarian Technician
- 1 Crematorium Specialist
- 2 Dispatcher
- 1 Adoption Counselor/Volunteer Coordinator
- 1 Rescue/Foster Coordinator

GCHD Vacancies are posted at:

GCHD's website: https://www.gchd.org/about-us/career-opportunities

The Work Source (TWC): https://www.twc.texas.gov/

ZipRecruiter: https://www.ziprecruiter.com

Craigslist (Galveston): https://galveston.craigslist.org
NACA: https://nacanet.site-ym.com/networking/

TACA: https://taca.wildapricot.org/ Indeed: https://www.indeed.com/ Surrounding Community Colleges Social Media: Facebook, Instagram

2) Rabies Cases:

There has been 0 reported positive cases of Rabies.

3) Events/Programs:

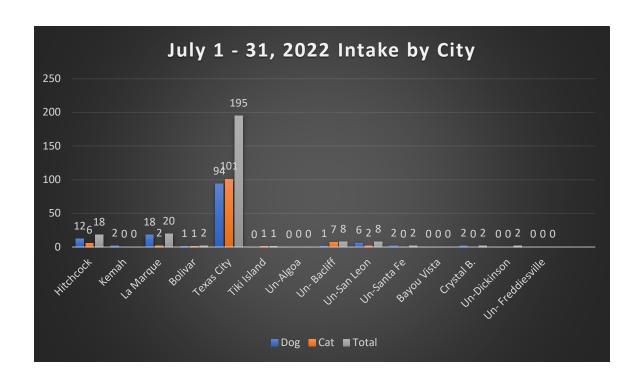
- a. June 4th The ARC hosted \$10 Dogs adoption special.
- b. June 23rd The ARC hosted \$5 Dogs and Cats adoption special.
- c. July 1st- We partnered with Best Friends, they sterilized 20 of the ARC's dogs and cats.
- d. July 28th The ARC hosted All Dogs and Puppies \$10 adoption Special.
- e. Aug 1-31 The ARC was apart of the national adoption event Clear the Shelter, all adoptions are \$20.
- f. Aug 11- We partnered with Best Friends, they sterilized 16 of the ARC's dogs and cats.

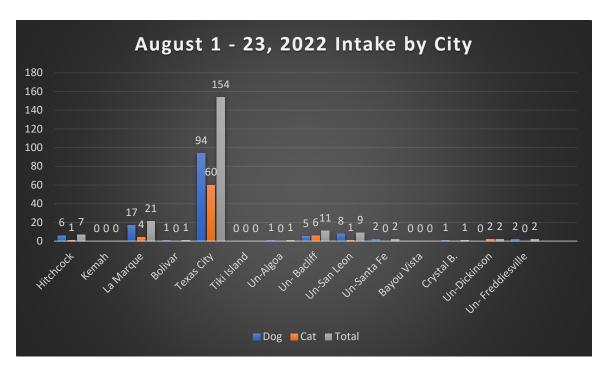
4) Media Releases:

- a. June 16th and 17th ARC hosted two low cost vaccine clinic, Bulletin Board, Daily News
- b. July 14th and 15th ARC hosted two low cost vaccine clinic, Bulletin Board, Daily News
- c. Aug 25th and 26th ARC hosted two low-cost vaccine clinics, Bulletin Board, Daily News
- d. Videos of the Pets of the Week can be viewed on www.facebook.com/garcpets and www.youtube.com. ARC Pets of the Week appear in the Galveston County Daily News and in The Post in a weekly rotation

5) Live Release Programs:

- a) Heal A Heart Program
- b) Sponsor A Heart Program
- c) Senior Animal Program Supported by Bingo funds
- d) At Risk Supported by Bingo funds
- e) Black Animal Program Supported by Bingo funds
- f) Pets of the Week: Offered for half price
- g) Pre Altered Pets (altered upon intake): Offered for half price
- h) Working Cat Program Non-social / Semi social cats
- i) Borrow A Dog Program
- j) Intake Diversion
- 6) As of August 24, 2022, the ARC has had a total number of 1087 live releases and out of that number we have transferred 425 animals to rescue in the efforts of live release with approved rescue partners.
- 7) We continue to make efforts with assisting with owner surrender intervention and rehoming, lost and found pets, and posting impounded animals via social media daily.
- 8) We are still promoting our Cat Neuter Program. Appointment needed for this service.
- 9) The ARC will be apart of one of the largest pet adoption events this September 3rd-4th at the George R. Brown Convention Center in downtown Houston (Mega Adoption Event) flyer attached. We need volunteers for this event if you are interested in being apart of this large-scale lifesaving effort, we are apart of. Link provided for volunteer sign up. https://www.mega-houston.com/volunteer
- 10) Animal Services would like to thank the Boot Kikkers Bingo Charity Fund/Animal Alliance for the use of funds to support the discounted adoption programs.
- 11) We are continuing to report all ARC building maintenance needs to county maintenance for the upkeep of the ARC.
- 12) We continue to make progress toward completing the Animal Services Strategic Plan.









DesocuparLosAlbergues.com #DesocuparLosAlbergues ClearTheShelters.com #ClearTheShelters

NBCUniversal Local





Animal Services Advisory Committee Friday August 26, 2022 Item # 5 Consider for Approval June 2022 Financial Report

Revenue and Expenses Actual verses Budget with Variance Annual Galveston County Health District - General Fund

Run: 8/12/2022 at 4:13 PM

For 6/30/2022

ARC Field (project 410-530)

				ANG Fleid (project 410-330)			
	PTD	PTD			YTD	YTD	
	Actual	Budget			Actual	Budget	
Annual Budget	6/30/2022	6/30/2022			6/30/2022	6/30/2022	Variance
				_			
070 740 00	00 700 50	00 700 00	(0.50)	Revenue	004 550 50	004 557 00	(0.50)
272,742.00	22,728.50	22,729.00	(0.50)	County Revenue	204,556.50	204,557.00	(0.50)
89,745.00	7,478.75	7,479.00	(0.25)	Animal Control / City Contract	67,308.75	67,309.00	(0.25)
1,500.00	30.00	125.00	(95.00)	Animal Services/Other Contracts	450.00	1,125.00	(675.00)
363,987.00	30,237.25	30,333.00	(95.75)	Total Revenue	272,315.25	272,991.00	(675.75)
				Expenses			
248,850.00	17,374.15	20,738.00	3,363.85		146,188.24	186,638.00	40,449.76
				Hourly Pay			
5,700.00	914.96	475.00	(439.96)	Overtime	6,333.15	4,275.00	(2,058.15)
19,473.00	1,330.24	1,623.00	292.76	FiCA Expense	11,173.99	14,605.00	3,431.01
723.00	0.60	60.00	59.40	SUTA	234.53 505.86	542.00	307.47 37.14
724.00	58.65	60.00	1.35	Life Insurance Expense		543.00	
632.00	42.44	53.00	10.56	Long Term Disab Coverage	364.56	474.00	109.44
26,276.00	1,694.49	2,190.00	495.51	Employer Paid Health Insurance	14,776.70	19,707.00	4,930.30
10,691.00	766.19	891.00	124.81	Worker's Compensation Insurance	6,376.86	8,018.00	1,641.14
4,579.00	358.74	381.00	22.26	Employer Sponsored Healthcare	2,560.90	3,434.00	873.10
8,636.00	682.74	720.00	37.26	Pension / Retirement	5,038.77	6,477.00	1,438.23
270.00	0.00	23.00	23.00	Misc. Contract Services	186.00	203.00	17.00
424.00	0.00	35.00	35.00	Office Supplies (Field)	273.40	318.00	44.60
3,000.00	0.00	250.00	250.00	Operating Supplies (Field)	0.00	2,250.00	2,250.00
3,180.00	0.00	265.00	265.00	Uniform Supplies (Field)	1,747.96	2,385.00	637.04
0.00	7.33	0.00	(7.33)	Postage	8.69	0.00	(8.69)
4,392.00	353.46	366.00	12.54	Telecommunications	3,181.80	3,294.00	112.20
300.00	0.00	25.00	25.00	Training, Local	0.00	225.00	225.00
2,920.00	0.00	243.00	243.00	Training, Out of Town	0.00	2,190.00	2,190.00
3,300.00	0.00	275.00	275.00	Maint/Repair, Auto	1,583.05	2,475.00	891.95
9,800.00	1,875.05	817.00	(1,058.05)	Fuel	8,702.52	7,350.00	(1,352.52)
960.00	169.58	80.00	(89.58)	Maint/Repair, Preventative, Auto	620.16	720.00	99.84
4,719.00	396.49	393.00	(3.49)	Insurance, Auto/Truck	3,568.41	3,539.00	(29.41)
50,000.00	0.00	50,000.00	50,000.00	Vehicles	0.00	50,000.00	50,000.00
360.00	0.00	30.00	30.00	Newspaper Ads/Advertising	0.00	270.00	270.00
250.00	50.00	21.00	(29.00)	Association Dues	50.00	188.00	138.00
3,792.00	316.00	316.00	0.00	IT Software, Licenses, Intangibles	2,844.00	2,844.00	0.00
36.00	0.00	3.00	3.00	Professional Services	0.00	27.00	27.00
413,987.00	26,391.11	80,333.00	53,941.89	Total Expenses	216,319.55	322,991.00	106,671.45
(50,000.00)	3,846.14	(50,000.00)	53,846.14	Change in Net Assets	55,995.70	(50,000.00)	105,995.70

Revenue and Expenses Actual verses Budget with Variance Annual Galveston County Health District - General Fund

Run: 8/12/2022 at 4:14 PM

For 6/30/2022

ARC Shelter (project 410-531)

					ARC Shelter (project 410-531)			
		PTD	PTD			YTD	YTD	
		Actual	Budget			Actual	Budget	
	Annual Budget	6/30/2022	6/30/2022			6/30/2022	6/30/2022	Variance
		0,00,000				3,33,232	0,00,000	
					Revenue			
	1,637.00	160.94	136.00	24.94	Convenience Fee	1,296.50	1,227.00	69.50
	539,177.00	44,931.41	44,932.00	(0.59)	County Revenue	404,382.75	404,383.00	(0.25)
	0.00	300.00	0.00	300.00	Animal Shelter/Microchips	3,280.00	0.00	3,280.00
	3,000.00	0.00	250.00	(250.00)	Dog Tag, License, Retrieval	60.00	2,250.00	(2,190.00)
	42,000.00	1,945.00	3,500.00	(1,555.00)	Animal Shelter/Redemption Fees	19,620.00	31,500.00	(11,880.00)
	32,000.00	3,090.00	2,666.00	424.00	Animal Shelter/Fees - Fines	19,330.00	24,000.00	(4,670.00)
	5,000.00	75.00	417.00	(342.00)	Animal Shelter/Euthansia	1,250.00	3,750.00	(2,500.00)
	3,000.00	0.00	250.00	(250.00)	Animal Shelter/Cat Cadaver Program	1,424.00	2,250.00	(826.00)
	62,000.00	3,297.50	5,167.00	(1,869.50)	Animal Shelter/Adoptions	28,237.50	46,500.00	(18,262.50)
	9,000.00	562.80	750.00	(1,869.30)	Cremation Services	3,059.80	6,750.00	(3,690.20)
_	317,787.00	26,482.25	26,482.00	0.25	Animal Shelter/City Contracts	238,340.25	238,340.00	0.25
	1,014,601.00	80,844.90	84,550.00	(3,705.10)	Total Revenue	720,280.80	760,950.00	(40,669.20)
=								
					Expenses			
	430,428.00	24,246.56	35,869.00	11,622.44	Hourly Pay	224,395.17	322,821.00	98,425.83
	77,348.00	2,366.72	6,446.00	4,079.28	Part-Time Hourly Pay	18,098.79	58,011.00	39,912.21
	38,845.00	1,914.96	3,237.00	1,322.04	FICA Expense	17,651.55	29,134.00	11,482.45
	1,776.00	6.63	148.00	141.37	SUTA	724.63	1,332.00	607.37
	1,293.00	89.85	108.00	18.15	Life Insurance Expense	784.72	970.00	185.28
	1,093.00	63.14	91.00	27.86	Long Term Disab Coverage	550.11	820.00	269.89
	50,791.00	2,983.50	4,232.00	1,248.50	Employer Paid Health Insurance	25,565.20	38,093.00	12,527.80
	21,327.00	1,181.33	1,777.00	595.67	Worker's Compensation Insurance	10,497.94	15,995.00	5,497.06
	9,396.00	740.59	783.00	42.41	Employer Sponsored Healthcare	4,380.08	7,047.00	2,666.92
	17,226.00	1,003.36	1,436.00	432.64	Pension / Retirement	7,995.63	12,920.00	4,924.37
	1,035.00	95.00	86.00	(9.00)	Misc. Contract Services	772.45	776.00	3.55
	0.00	4,004.35	0.00	(4,004.35)	Temporary Staffing	48,131.99	0.00	(48,131.99)
	31,500.00	875.00	2,625.00	1,750.00	Neuter / Spay Contract	10,697.47	23,625.00	12,927.53
	18,000.00	1,500.00	1,500.00	0.00	Veterinarian Contract	13,500.00	13,500.00	0.00
	6,000.00	1,300.00	500.00	325.05	Office Supplies (Shelter)	3,556.09	4,500.00	943.91
	39,860.00	685.44	3,250.00	2,564.56	Operating Supplies (Shelter)	31,193.95	30,110.00	(1,083.95)
		2,758.65	3,230.00		Pharmaceuticals - Animal Shelter	15,416.61		
	21,000.00 300.00	2,756.65	1,750.00 25.00	(1,008.65)		0.00	15,750.00 225.00	333.39 225.00
				25.00	Printing Supplies (Shelter)			
	1,800.00	0.00	150.00	150.00	Uniform Supplies (Shelter)	0.00	1,350.00	1,350.00
	16,000.00	1,960.00	1,333.00	(627.00)	Pet Food	15,801.00	12,000.00	(3,801.00)
	600.00	0.00	50.00	50.00	In-House Neuter Supplies	0.00	450.00	450.00
	600.00	21.99	50.00	28.01	Postage	209.98	450.00	240.02
	8,820.00	616.68	735.00	118.32	Telecommunications	6,950.92	6,615.00	(335.92)
	120.00	15.21	10.00	(5.21)	Travel, Local	15.21	90.00	74.79
	420.00	0.00	35.00	35.00	Training, Local	0.00	315.00	315.00
	3,390.00	0.00	283.00	283.00	Training, Out of Town	0.00	2,543.00	2,543.00
	2,480.00	186.63	207.00	20.37	Rentals	1,604.32	1,860.00	255.68
	199,699.00	16,641.59	16,642.00	0.41	Leases	149,774.25	149,774.00	(0.25)
	3,580.00	0.00	298.00	298.00	Maint/Repair, Equipment	2,905.00	2,684.00	(221.00)
	2,004.00	138.81	167.00	28.19	Insurance, Bldg. / Contents	1,217.29	1,503.00	285.71
	1,080.00	0.00	90.00	90.00	Newspaper Ads/Advertising	120.00	810.00	690.00
	5,304.00	442.00	442.00	0.00	IT Software, Licenses, Intangibles	3,978.00	3,978.00	0.00
	300.00	0.00	25.00	25.00	Professional Services	0.00	225.00	225.00

Revenue and Expenses Actual verses Budget with Variance Annual Galveston County Health District - General Fund For 6/30/2022

Run: 8/12/2022 at 4:14 PM

ARC Shelter (project 410-531)

(860.00)	16.265.85	0.00	16,265.85	Change in Net Assets	102.750.93	(860.00)	103,610.93
1,015,461.00	64,579.05	84,550.00	19,970.95	Total Expenses	617,529.87	761,810.00	144,280.13
0.00	0.00	0.00	0.00	Bad Debt Expense	85.00	0.00	(85.00)
0.00	(265.86)	0.00	265.86	Cashier Over/Short	(265.86)	0.00	265.86
2,046.00	131.97	170.00	38.03	Service Charge - Credit Cards	1,222.38	1,534.00	311.62
Annual Budget	6/30/2022	6/30/2022			6/30/2022	6/30/2022	Variance
	Actual	Budget			Actual	Budget	
	PTD	PTD		" ,	YTD	YTD	

Revenue and Expenses Actual verses Budget with Variance Annual Galveston County Health District - General Fund For 6/30/2022

Run: 8/12/2022 at 4:15 PM

ARC Vaccinations (project 410-532)

Annual Budget	PTD Actual 6/30/2022	PTD Budget 6/30/2022		" ,	YTD Actual 6/30/2022	YTD Budget 6/30/2022	Variance
3,096.00 0.00 16,020.00 4,140.00	80.00 0.00 1,520.00 505.00	258.00 0.00 1,335.00 345.00	(178.00) 0.00 185.00 160.00	Revenue ARC Vaccination Clinic/Microchips ARC Clinics/Neuter - Spay ARC Vaccination Clinic/Vaccines ARC Vaccination Clinic/Misc Services	1,380.00 190.00 10,188.90 3,320.00	2,322.00 0.00 12,015.00 3,105.00	(942.00) 190.00 (1,826.10) 215.00
6,744.00	1,758.71	562.00	1,196.71	ARC Vaccination Clinic/Misc Services ARC Vaccination Clinic/Medicines	7,818.66	5,058.00	2,760.66
30,000.00	3,863.71	2,500.00	1,363.71	Total Revenue	22,897.56	22,500.00	397.56
				Expenses			
6,000.00	500.00	500.00	0.00	Veterinarian Contract (Vaccinations)	4,500.00	4,500.00	0.00
840.00	139.55	70.00	(69.55)	Operating Supplies (Vaccinations)	480.82	630.00	149.18
7,512.00	1,239.87	626.00	(613.87)	Pharmaceuticals (Vaccinations)	7,287.78	5,634.00	(1,653.78)
14,352.00	1,879.42	1,196.00	(683.42)	Total Expenses	12,268.60	10,764.00	(1,504.60)
15,648.00	1,984.29	1,304.00	680.29	Change in Net Assets	10,628.96	11,736.00	(1,107.04)

Revenue and Expenses Actual verses Budget with Variance Annual Galveston County Health District - General Fund For 6/30/2022

Run: 8/12/2022 at 4:15 PM

ARC Donations (project 410-533)

Annual Budget	PTD Actual 6/30/2022	PTD Budget 6/30/2022		, into Dominion (project 110 cos)	YTD Actual 6/30/2022	YTD Budget 6/30/2022	Variance
0.00 0.00 0.00 0.00 0.00	0.00 (890.68) 610.00 (54.62) (335.30)	0.00 0.00 0.00 0.00	0.00 (890.68) 610.00 (54.62) (335.30)	Revenue ARC Donations ARC Donations - Sponsor a Heart ARC Donations - Heal a Heart ARC Donations - Promotional Items Total Revenue	30.00 1,543.11 4,957.52 35.38 6,566.01	0.00 0.00 0.00 0.00 0.00	30.00 1,543.11 4,957.52 35.38 6,566.01
0.00 2,880.00 2,000.00 4,000.00 0.00	166.41 2,541.00 0.00 0.00 0.00	0.00 240.00 167.00 333.00 0.00	(166.41) (2,301.00) 167.00 333.00 0.00	Expenses Misc. Contract Services Operating Supplies Pharmaceuticals Pet Food Service Charge - Paypal	2,638.91 2,541.00 0.00 0.00 148.06	0.00 2,160.00 1,500.00 3,000.00 0.00	(2,638.91) (381.00) 1,500.00 3,000.00 (148.06)
8,880.00 (8,880.00)	(3,042.71)	740.00	(2,302.71)	Total Expenses Change in Net Assets	1,238.04	(6,660.00)	7,898.04

Animal Services Fund Balance Reserve

as of June 30, 2022

Field Services	
Beginning Fund Balance @ 9/30/21	\$262,996
FY22 YTD Surplus / (Loss)	\$55,996
Total Field Services Fund Balance @ June 30, 2022	\$318,992
Shelter Services	
Beginning Fund Balance @ 9/30/21	\$294,240
FY22 YTD Surplus / (Loss)	\$102,751
Total Shelter Services Fund Balance @ June 30, 2022	\$396,991
Donations	
Beginning Fund Balance @ 9/30/21	\$58,516
FY22 YTD Surplus / (Loss)	\$1,238
Total Donations Fund Balance @ June 30, 2022	\$59,754
Vaccination Clinic	
Beginning Fund Balance @ 9/30/21	\$50,199
FY22 YTD Surplus / (Loss)	\$10,629
Total Vaccination Clinic Fund Balance @ June 30, 2022	\$60,828
Summary	
Field	\$318,992
Shelter	\$396,991
Donations	\$59,754
Vaccination Clinic	\$60,828
Total Summary Fund Balance @ June 30, 2022	\$836,564



Animal Services Advisory Committee Friday August 26, 2022 Item # 6 Update on FY23 Animal services Budget



Animal Services Advisory Committee Friday August 26, 2022 Item # 7 Discussion Regarding Cities Joining Animal Services



Animal Services Advisory Committee Friday August 26, 2022 Item # 8 Year Two Animal Services Strategic Plan Update

Galveston County Animal Services Strategic Plan: 2020 – 2025

2021 UPDATE: YEAR 2

Priority 1: Promote Live Release

Goal One: Increase animal adoptions

- Partner with entities that will work with ARC to promote animal adoptions.
 - o March 6: Toucan Alley Kemah adoption Event
 - o April 30: Best Friends Adoption Event (In House)
 - May- Every Sunday Kemah Boardwalk Bark A Thon Adoption Event
 - o August 24: Clear the Shelter National Adoption Event
- Continue to recruit and invite rescue groups to sign up with ARC to assist with the live release of impounded animals.
 - o Continued in 2021 by Monique Ryans and former Rescue/Foster Coordinator
- Explore and implement affordable ways that will result in increased animal adoptions.
 - o January 29 & 30: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - February 12 &13: ARC offered \$14 Dog & Cat Adoptions, funded by Sponsor A Heart
 - o March 5 & 6: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - March 17: ARC offered \$10 Dog Adoptions for St. Patrick's Day, funded by Sponsor A Heart
 - o April 17: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - o April 23 & 24: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - May 18- 22: ARC offered \$10 Dog and Cat Adoptions, funded by Sponsor A Heart
 - o June 1-5: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - July 13: ARC offered \$8 Dog Adoptions, funded by Sponsor A Heart
 - August 10: ARC offered \$10 Dog Adoptions, funded by Sponsor A Heart
 - o Aug 23 Sept 19: Clear the Shelters National Adoption Event start date
 - Freebies and Goody Bags offered all month long from sponsors
 - Reduced adoption fees, funded by Sponsor A Heart
 - Oct 1 \$10.00 Dog Adoptions, funded by Sponsor a Heart
 - Oct 3 Pawty in the Courtyard @ Clipper House Inn and Cottages
 - Nov 11 Veterans Day Appreciation reduced adoption fees
 - o Nov 23 Black Friday Adoption Special, reduced adoption fees
 - o Dec 21 Celebrating 12 Dogs of Christmas Waived Adoption fees on selected long-term dogs
 - All year the ARC has continued to feature Pets of the Week with reduced adoption fees
 - All year the ARC has continued to offer reduced adoption fee adoption event that are sponsored by the Sponsor a Heart Fund
 - The ARC has continued to work with BINGO Boot Kickers who sponsor \$20 adoptions for ALL BLACK animals, AT RISK animals, AND SENIOR animals.
 - o The ARC has continued to off Low Cost Vaccine Clinics to the public 2 days a month
- Seek funding to sponsor animal adoptions.
 - Completed as needed via Facebook
- Continue and explore new programs that assist with animal adoptions (e.g. Senior Program, Black Animal Program, Heal A Heart, Sponsor a Heart).
 - o Continuing in 2021 to grow the Working Cat Program and Borrow A Dog Program
- Review and coordination of return to owner program (e.g. animal identification, outreach in field service procedures, instructions on website etc....).
- Promote adoptable animals via social media, advertisement, and other marketing events.

- o Completed on daily basis on Facebook
- Increase live release by 3% each year
 - o Completed for 2021, ongoing effort
- Consider hiring a full time Adoption Counselor to reduce returns and increase adoptions
 - Currently I do not see a need for an additional position for Adoption Counseling.

Goal Two: Promote Foster Program

- Continue to recruit and invite foster families to sign up with ARC to assist with the live release of impounded animals.
 - o Regular posts on Facebook to recruit
 - o Went out to area schools and colleges to promote the ARC and all of its programs
- Further develop guidance plans for the foster program; work with foster families to promote animal adoptions (informing foster families of offsite adoptions, etc.)
 - o Information packets created in 2021 to assist fosters with medical concerns.
- Explore Good Citizen Program to encourage finders to keep animals in their homes until adopted/rescued.
 - We have exercised this as a option to finders, and have helped them find lost pets owners, using social media.

Goal Three: Partner with Rescue Groups

- Continue to identify and invite new rescue groups to sign up with ARC to assist with the live release of impounded animals.
 - o Continued in 2021 by Monique Ryans and former Rescue/Foster Coordinator.
- Continue to build productive relationships with animal rescue groups that will help to promote ARC goals and objectives.
 - Exercising daily to keep building relationships.
- Promote animal rescue through outreach and education.
 - Regular posts on Facebook and educating our communities while in the field daily.
- Explore options to begin mass transports to other organizations and/or States
 - The ARC continued animal rescue efforts with groups all over the nation 10+ groups
 - o 2021: ARC also sent animals out of state with help from Houston Pet Set and Rescued Pets Movement.

Goal Four: Explore A Return To Field Program

- Explore options to return trapped cats back to the field
 - Due to COVID in 2021, we followed guidelines by the National Animal Care and Control Association to limit the number of cats picked up, unless urgent, to prevent over-crowding and to prepare for shelter shutdown.
- Continue to promote the Working Cat Program
 - Continued efforts in 2021 via Facebook and flyers.

Priority 2: Promote Responsible Pet Guardianship

Goal One: Promote Spay or Neuter of Pets

- Community outreach through public education
 - Completed in 2021 via Facebook and flyers and in person education at the ARC
- Collaborate with partners to promote affordable spay/neuter options
 - o PAWS 911 assist Galveston County Citizens with sterilization resources Continued efforts
- Case management activities to increase responsible pet guardianship (e.g. follow-up activities to insure that spay/neuter occurs).
 - o Completed weekly by the ARC's administrative staff.

Goal Two: Increase Awareness regarding Pet Registration in Galveston County

- Educate citizens on requirement regarding pet registration within the county
 - o Completed daily in 2021 by Animal Control Officers and shelter staff to customers and citizens
- Collaborate with local veterinarians to explore options for collection of registration fees
 - Visited area vet clinics with county registration information to give to their clients
- Continue to promote and encourage microchipping
 - o Completed in 2021 via Facebook, Instagram, and with every adoption and every return to owner

Goal Three: Educate Public on Responsible Pet Guardianship

- Offer information on website and social media
 - o Information given via Facebook and Insta
 - o Completed daily on Facebook and Instagram
 - February 26: Operation Dog House Program
 - o February 24: Free Pet Food Pantry
 - March 25: Easter Bunny Pet Photos
- Develop brochure on pet guardianship
- Explore options of pet owner citizenship training/seminars.
- Carry out outreach in schools of Galveston County for responsible pet guardianship.
 - The ARC has had schools come to visit and we have gone to schools educating about responsible pet ownership and what all animal control does
- Community outreach about the importance of vaccinations
 - Animal Control Officers and shelter staff discuss vaccines with customers and citizens almost on a daily basis.
- Continue to host and promote the ARC's low-cost public pet vaccine clinics
 - Completed monthly
- Enhance marketing techniques for communication (flyers, media, social media)

Goal Four: Surrender Intervention

• Post resource list on website of entities (rescue groups, referrals) to assist pet guardian with other options.

- Create list of referrals or alternatives for owner turn ins, (e.g. listing on website, social media, brochure, etc.)
 - Continued efforts in 2021, email, Facebook, Instagram, Rescue Groups, and Owner outreach to network to rehome
- Educate public through outreach activities on surrender intervention.
- Consider hiring a full time Surrender Intervention Coordinator
- Explore ways to reduce the overall intake
 - o Followed COVID guidelines in 2021
 - o Surrender intervention
 - Managed intake
 - Rehoming solutions

Priority 3: Enhance Community Collaboration

Goal One: Collaborate with area entities:

- Explore ways to use area entities to assist with County Registration compliance.
- Educate the public about the "shelter world" environment via social media
- Continue to explore entities to partner with to promote live release and/or funding.
- Continue to partner with the local city governments to educate the public.
 - $\,\,\ominus\,\,$ Quarterly meetings with all participating cities and County.
- Create a 501c3 non-profit organization (ARC Pet Allies)
 - ⊖ Completed in 2020 and in 2021 we have continued to promote APA
- Work with local Veterinary Medical Association for collaboration of veterinarians to provide in kind or discounted services (spay/neuter, microchip, and provide rabies vaccine to adoptable animals).
- Continue to recruit veterinarians to assist with vetting animals for adoption fairs

Goal Two: Expansion of Volunteer Program

- Continue to improve the volunteer program to assist with animal adoptions, fostering, surrender interventions and live release programs.
 - o Continued in 2021
- Create online applications, forms, and schedules to increase participation.
 - o Completed in 2021
- Continue to recruit and train volunteers to assist with ARC activities.
 - o Completed in 2021; within COVID guidelines.

Priority 4: Enhance Animal Resources, Strengthen Business Practices, and Build a Professional Workforce

Goal One: Explore options to develop spay/neuter suite at ARC.

- Seek available funding (i.e. grant funds) that can support the development of a surgery suite at the ARC.
 - o ARC Pet Allies was officially formed in 2020.
- Continue to host and promote the ARC's low-cost pet vaccine clinics to raise funds for the surgery suite.
 - o Completed monthly in 2021
- Consider full time veterinarian and surgical staff for the surgery suite
 - o Continued efforts to keep building the revenue from the ARC's vaccine clinics monthly.
- Consider a public wellness clinic, once the surgery suite is successful

- Create a 501c3 non-profit organization (ARC Pet Allies)
 - o Completed in 2020, and in 2021 a new board of members were appointed.
- Increase the fund balance reserve for emergencies
- Consider changing the part time vet tech to full time to match the daily needs of the ARC

Goal Two: Cremation Services

- Continue to cross train employees on crematory process.
 - o Selected employees have been trained on the crematory process after new update was complete.
- Continue to promote the cremation service program to offer to public.
 - o Promoted cremation services via social media in 2021 once update was completed. Ongoing efforts.

Goal Three: Track trends in deficiencies, compliance reports, and audits related to ARC.

- Monitor through internal audits, state audits, and quality assurance processes and make recommendations to address deficiencies and noncompliance.
 - State audit done in 2021- Passed
- Continue to review shelter data and intake numbers
 - Posted monthly to webpage in 2021
- Create a list of shelter needs every year and submit to the Advisory Committee.
 - Completed in 2021 in budget meetings

Goal Four: Evaluate and make recommendations to reduce employee-related injuries, accidents, and related agency expenses.

- Examine employee related injury trends over past several years (incidents and agency cost)
- Recommendation to address trends, including specific trainings for preventable incidents
- Continue training initiatives to improve the safety of employees, public, and the animals

Goal Five: **Evaluate and make recommendations to improve financial reporting, tracking of animals, inventory,** and management of special programs that promote animal adoption.

- Continue to reconcile shelter software counts with actual physical counts in shelter
 - Completed daily by ARC Manager
- Explore additional grant funding
 - In 2020 ARC was awarded a 500 Free Microchip grant from Found Animals for COVID relief.
 Continued efforts on seeking grant funding in 2021
- Continue to provide monthly reports showing the number of incoming and outgoing animals so as to monitor trends, etc...
 - o Completed monthly in 2021; posted on webpage and presented in each ASAC meeting

Goal Six: Assess and evaluate public/customer feedback regarding the quality of services by ARC staff in all areas.

- Develop assessment tools that are user friendly and available for public
 - Developed online volunteer/foster applications continued in 2021
 - o Created online volunteer orientation video continued in 2021
- Create a satisfaction survey for the public to use to express their comments/concerns.
- Continue to explore ways to make recommendations to improve the quality of customer services.

Goal Seven: Develop employee training programs that are specific to each position

- Orientation of roles and responsibilities for each position.
 - o Completed with each employee in 2021
- Effective communications with public members and best practices for excellent customer service.
- Develop competencies for new employees
- Explore options for training of each position (local training, DVD, website, etc...)
- Continue to work with entities that can assist with animal training or education, ACO basic course, etc...). (moved here from above)
- Continue to implement continuing education section in staff meetings
 - Review of animal diseases, identification, sanitation, outbreak control and management, surrender intervention techniques, courtroom etiquette, etc...).
 - Completed for 2021 in staff meetings

Goal Eight: Continue efforts to recruit and retain qualified employees.

- Continue to provide a healthy and positive work environment.
 - Ongoing effort from management
- Continue to support employees for growth within the organization.
 - → Ongoing effort from management
- Review employee turnover and retention data and present to the Advisory Committee
- Review and update standard operating procedures.
 - o Started in 2020, not completed

Priority 5: Improve Animal Control and Field Operations

Goal One: Provide safe environment for the community

- Continue to conduct animal sweeps in areas of concern, including Bolivar.
 - o Completed in 2021 on a schedule
- Continue to explore ACO trainings and continuing education.
 - Limited in 2021 due to COVID
- Create a recommended schedule for vehicle upgrades.
 - o GCHD has this completed for all GCHD vehicles
- Educate the public on Public Heath and Safety concerns regarding animals (social media, media, etc.)
 - o Completed in 2021 via Facebook and Instagram
- Explore ways to promote a "One Health" idea between the public and animals

Goal Two: Continue to explore ways to improve response time of calls

- Monitor response times through quality assurance tools and internal audits.
 - o Completed monthly in 2021

Goal Three: Educate public on Animal Services policy and codes as it relates to animal control

- Outreach and education at schools, public events and via social media.
 - o Completed in 2021



Animal Services Advisory Committee Friday August 26, 2022 Item # 9 Discussion Regarding Repairs needed at the ARC



Animal Services Advisory Committee Friday August 26, 2022 Item # 10

Consider for Approval Appointing Commissioner Holmes to ARC Pet Allies Board and Update on Next Steps



Animal Services Advisory Committee Friday August 26, 2022 Item # 11 Comparative Data Summary (2022-2021)(Intake and Dispositions)

Galveston County Animal Resource Center Comparative Data Summary FY 2022

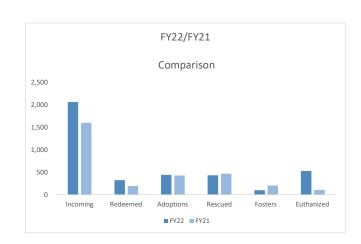
FY 2022

	Oct	%	Nov	%	Dec	%	Jan	%	Feb	%	Mar	%	Apr	%	May	%	Jun	%	Jul	%	Aug	%	Sep	%
Incoming	272		171		181		151		179		250		222		318		313							
Redeemed	37	14%	22	13%	28	15%	33	22%	37	21%	54	22%	31	12%	40	16%	41	16%						
Adoptions	60	22%	59	35%	57	31%	56	37%	33	18%	50	20%	37	15%	39	16%	51	20%						
Rescued	53	19%	42	25%	25	14%	55	36%	47	26%	68	27%	46	18%	28	11%	63	25%						
Fosters	21	8%	4	2%	19	10%	9	6%	2	1%	8	3%	7	3%	15	6%	13	5%						
Euthanized	70	26%	34	20%	46	25%	41	27%	34	19%	65	26%	55	22%	88	35%	92	37%						

Summary FY22							
Incoming	2,057						
		% of Incoming					
Redeemed	323	16%					
Adoptions	442	21%					
Rescued	427	21%					
Fosters	98	5%					
Euthanized	526	26%					

Summary FY21							
Incoming	1,592						
		% of Incoming					
Redeemed	192	12%					
Adoptions	425	27%					
Rescued	465	29%					
Fosters	202	13%					
Euthanized	106	7%					

Net Change								
465	23%							
131	68%							
17	4%							
(38)	-8%							
(104)	-51%							
420	396%							
	131 17 (38) (104)							





Animal Services Division

Animal Resource Center - Monthly Report by Jurisdiction

YTD Report October 2021 - June 2022

	Incoming	g Animals	Outgoing Animals-D	isposition Method								
Jurisdiction	Incoming Field	Incoming Shelter	Adoptions	Foster	Rescued by Group	Returned to Owner	Escaped	Euthanized	Euthanasia Request by Owner	Disposal Request by Owner	Quarantine Return	Died in Care
Bayou Vista	4	1	0	0	2	2	0	2	0	0	0	0
Dickinson	0	2	0	0	0	0	0	0	1	0	0	0
Hitchcock	52	4	12	0	7	10	0	10	0	3	0	2
Kemah	7	6	2	1	1	0	0	4	1	1	0	0
La Marque	145	44	48	13	22	54	0	34	2	18	0	1
Santa Fe	1	4	0	1	1	2	0	0	0	0	0	1
Texas City	1146	324	322	74	338	188	1	367	11	71	0	53
Tiki Island	0	6	0	0	2	2	0	0	0	0	0	1
Unincorporated	228	83	58	9	54	65	0	89	5	19	0	5
Totals	1583	474	442	98	427	323	1	506	20	112	0	63

Euthanasia Breakdown

	Aggressive		Behavior Issue			Private Cremation			Health Condition		Illness		Injured		Time/Space			Feral Cat				
Jurisdiction	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	
Bayou Vista	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0
Dickinson	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Hitchcock	0	0	0	8	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0
Kemah	0	0	0	3	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0
La Marque	3	2	0	11	1	0	0	0	0	4	2	4	2	0	3	1	0	1	0	0	0	1
Santa Fe	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Texas City	5	7	0	123	39	0	0	0	0	20	40	7	13	46	1	5	14	17	2	0	16	24
Tiki Island	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unincorporated	2	1	0	52	7	0	0	0	0	8	3	0	4	7	1	1	1	2	1	0	0	4
Totals	10	10	0	197	47	0	0	0	0	35	47	11	19	53	5	7	16	21	3	0	16	29

Euthanas	sia Totals
Dogs	271
Cats	202
Other	53
Grand Total	526

ACO Activities with Reasons

			Assist Law			Contained by Citizen						Trap Drop off/Pick	Unrestrain/	Welfare Check or	
Jurisdiction	Calls Received	Avg Response Time	Enforcement	Bite Reports	Carcass Retrieval	or Trap	Court	Other	Sick or Injured	Stray	Transport	up	Property	Neglect	Wildlife Assist
Bayou Vista	10	:30	0	0	0	0	0	1	0	5	0	0	0	2	2
Dickinson	2	:32	0	1	0	0	0	0	0	1	0	0	0	0	0
Hitchcock	76	:23	7	2	0	0	0	4	0	50	0	0	0	10	3
Kemah	17	:24	0	0	0	0	0	0	0	4	8	0	0	2	3
La Marque	278	:20	4	12	15	0	1	1	0	133	31	0	0	63	18
Santa Fe	7	:43	0	0	0	0	0	0	0	2	5	0	0	0	0
Texas City	33	:17	0	0	1	0	5	0	0	2	24	0	0	1	0
Tiki Island	5	:35	1	0	0	0	0	0	0	1	0	0	0	0	3
Unincorporated	367	:29	13	22	0	0	5	1	0	215	22	0	0	81	8
Totals	795	:25	25	37	16	0	11	7	0	413	90	0	0	159	37

Additional Information

Additional information				
Jurisdiction	Quarantines	Citations Issued	Notices Issued	Registration
Bayou Vista	0	0	0	3
Dickinson	0	0	1	1
Hitchcock	1	0	9	5
Kemah	0	0	0	7
La Marque	18	11	50	13
Santa Fe	0	0	0	0
Texas City	38	7	0	28
Tiki Island	2	0	0	1
Unincorporated	46	25	67	24
Totals	105	43	127	82

Notes: 1st Q:

Physical Count of animals at ARC on 10/31/2021: 227 Physical Count of animals at ARC on 11/30/2021: 197 Physical Count of animals at ARC on 12/31/2021: 194 2nd Q:

Physical Count of animals at ARC on 1/31/2022: 137 Physical Count of animals at ARC on 2/28/2022: 150 Physical Count of animals at ARC on 3/31/2022: 153 3rd Q: Physical Count of animals at ARC on 4/30/2022: 174

Physical Count of animals at ARC on 5/31/2022: 251 Physical Count of animals at ARC on 6/30/2022: 265



Animal Services Advisory Committee Friday August 26, 2022 Item # 12 Update from Animal Services Advisory Committee Members



Animal Services Advisory Committee Friday August 26, 2022 Item # 13 Public Comments