



# GALVESTON COUNTY HEALTH DISTRICT

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

## Galveston County Health District's Animal Services Advisory Committee Meeting Minutes February 16, 2023 12:00 pm

### **In Attendance:**

Commissioner Stephen Holmes, Galveston County  
Terri Byrd, UBOH  
James Osteen, City of La Marque  
Able Garza, City of Texas City  
Don Konyha, City of Bayou Visit  
Mary Demby, City of Hitchcock  
Beverly Helms, City of Kemah  
Monica Ledet, City of Clear Lake Shores  
Lark Tedesco, Animal Welfare  
Yvonne Downs, Animal Welfare  
Monique Ryans, Daily Operator of an Animal Shelter

### **Absent:**

City of Tiki Island  
Jonathon Given, DVM

### **GCHD Staff:**

Dr. Keiser, CEO  
Trish Bailey, Chief Financial Officer  
Kenna Pruitt, Budget & Grant Manager  
Amanda Wolff, Executive Office Manager/Executive 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 December 2022 Financial Report**

Trish Bailey, Chief Financial Officer, presented the December 2022 financial report to the Committee. Mr. Osteen asked why the food cost was so much over budget. Mrs. Bailey said it was an error and she would provide the correct amount. A motion to approve the report as presented was made by Commissioner Holmes and seconded by Mr. Garza. The Committee unanimously approved the December 2022 financial report.

**Item #6 Discuss Process for Developing the FY2024 Animal Services Budget Submitted by the CFO**

Trish Bailey, Chief Financial Officer, advised the Committee it is time for the FY2024 budget process to begin. Mrs. Bailey advised the Committee the budget would be in a new format based on usage instead of population. Mrs. Bailey stated in prior years, a subcommittee had been formed to review the budget and asked the Committee if they would like to continue with that format for the upcoming budget period. Commissioner Holmes made a motion to form a subcommittee to begin the budget process. Mr. Garza seconded the motion. The subcommittee will include Commissioner Holmes, Mr. Osteen, Mr. Garza, and Mr. Konyha. The Committee unanimously approved the motion. Mrs. Bailey advised the members of the subcommittee she would present the FY2024 budget in the new format at the subcommittee meeting in mid-March so they could then take it back to their respective cities for approval.

**Item #7 Update Regarding Repairs needed at the ARC Submitted by Director of Animal Services**

Monique Ryans, Director of Animal Services, updated the Committee on the repairs still needed at the ARC. Commissioner Holmes asked Ms. Ryans to send him a list of all the repairs needed at the ARC.

**Item #8 Update on Generator at the ARC Submitted by Director of Animal Services**

Monique Ryans, Director of Animal Services, advised the Committee the new generator has been ordered and should be in by April. Once ordered the generator will be installed.

**Item #9 Update on Partnership with Best Friends Submitted by Director of Animal Services**

Monique Ryans, Director of Animal Services, updated the Committee on the new partnership with Best Friends to alter ARC animals at no cost.

**Item #10 Update on Feral Cat Intake with Texas City and Lifeline of Galveston County Trap and Release Program Submitted by Director of Animal Services**

Monique Ryans, Director of Animal Services, advised the Committee that Lifeline of Galveston County partnered with City of Texas City to help increase the live release rate of feral cats by pulling them from the ARC, altering them, and then releasing them back into the community where they were trapped.

**Item #11 Update on Private Crematory Services Submitted by Director of Animal Services**

Monique Ryans, Director of Animal Services advised the Committee that the private crematory services are up and running with no issues.

**Item #12 Comparative Data Summary (2023-2022) (Intake and Dispositions)**

Monique Ryans, Director of Animal Services, presented the comparative data summary 2023-2022 (intake and disposition).

**Item #13 Update from Animal Services Advisory Committee Members**

No updates were given by Committee members.

**Item #14 Public Comments**

No comments were made by the public.

The meeting was adjourned at 1:02 pm.

Jamy Oster  
Chair

05/09/2024  
Date

ST A/K  
Secretary/Treasurer

5/9/24  
Date