

Animal Services Advisory Committee Meeting Minutes
August 6, 2015 12:00 Noon

In Attendance:

Nick Finan, City of Texas City
Fard Abdullah, City of Hitchcock
Stephen Holmes, Galveston County
Mark Johnston, City of Bayou Vista
Sherilyn Linton, Galveston County
Alun Thomas, City of Dickinson
Lark Tedesco, Animal Welfare
Rhonda Trevino, City of Kemah
Linda Lopez, Animal Welfare
Cynthia Kelley, Animal Welfare
John Bentley, UBOH

Absent:

Tom Fisher, Village of Tiki Island
George Jones, City of Clear Lake Shores
Pege Wright, City of Clear Lake Shores
Pam Woods, City of Santa Fe
Joe Dickson, City of Santa Fe
Julie Robinson, City of Dickinson
Gwen Schulte, Village of Tiki Island
Jerry Finch, Animal Welfare
Chris Krysher, Animal Welfare
Jonathon Given DVM, Veterinarian
James Osteen, City of La Marque
Dee Ann Haney, City of Texas City

GCHD Staff:

Kathy Barroso, Chief Operating & Financial Officer
Amber Adams, MPH, Animal Services Manager
Holly Copeland, Controller
Scott Packard, Public Information Officer
Amanda Taber, Executive Assistance II

Guest:

Yvonne Downs, Tim Hall, and Shannon Daughtry with The Daily News

Item #1 Agenda

Nick Finan Chair, asked for a motion to approve the August 2015 agenda. A motion was made by Sherilyn Linton, seconded by Rhonda Trevino and unanimously approved by the Committee.

Item #2 Excused Absences

Nick Finan asked the Committee for a motion to approve the excused absences which included Mr. Osteen, Dr. Given, and Gwen Schulte. A motion was made by Mrs. Linton to accept the excused absences and this motion was seconded by Mr. Bentley. The Committee unanimously approved.

Item #3 Approval of Minutes May 8, 2015

Nick Finan asked the Committee to review the minutes from the May 8, 2015 meeting. A motion was made to approve the minutes by Mr. Abdullah and seconded by Mr. Johnston. The Committee unanimously approved.

Item #4 ARC Manager Report

Amber Adams, MPH, Animal Services presented the manager's report with the following updates:

1) Vacancies:

Shelter:

1 ACT (part time) position open – currently filled by a temp

1 Vet Tech position open

Field:

2 ACO positions open

2) Rabies Cases: Since the last update (May 8, 2015) there has been 1 positive case of Rabies reported in Galveston County. 1 bat: Santa Fe

3) Events/Programs:

a. May 23rd: Mutt Mesh – ARC staff attended an Adoption/Craft Show/Vendor event in League City

b. June 14th: Mutt Mesh – ARC staff attended an Adoption/Craft Show/Vendor event in League City

c. June 30-July 3rd: Offered half price adoptions in honor of Independence Day
i. 34 total adoptions during this time frame

d. July 19th: Mutt Mesh – ARC staff attended an Adoption/Craft Show/Vendor event in League City

e. July 25th: Pet Vaccination Services (PVS) – Low cost vaccine clinic at the ARC
i. 56 animals serviced by PVS

ii. 30 county registrations captured

f. July 25th: Offered half price adoptions along with PVS visit

4) Upcoming Events:

a. Telemundo “Clear the Shelters” Event – Aug 15th

i. Half price adoptions

b. Paws and Claws Event – Aug 29th and 30th

PVS scheduled for Sept 19th at ARC

Item #5 Financial Report June 2015

Holly Copeland, Controller, asked the Committee to approve the June 2015 financial report. Upon a motion made by Mrs. Linton seconded by Ms. Trevino, the Committee unanimously approved the June 2015 financial report.

Item #6 Proposal to Evaluate Call Out Pay for Animal Control Officers

Kathy Barroso, Chief Operating & Financial Officer presented a proposal to evaluate call out pay for Animal Control Officers. The proposal included straight time up to 40 hours per week, with the exception of call-outs. Call outs would be paid at time and a half after a certain designated time as well as weekends and holidays. Commissioner Holmes requested that after hours calls be tracked for a few months and results be presented to the Committee as well as the United Board of Health. Commissioner Holmes also requested that this proposal be sent to County legal

to ensure that the proposal for call out pay is legal. A motion in favor of call out pay for a minimum of two hours beyond normal business hours was made by Alun Thomas and seconded by Sherlyn Linton. The Committee unanimously approved.

Item #7 Consider for Approval to Proceed with Replacement of (2) 2008 ACO Vehicles to be Expended from Field Services Reserve

Kathy Barroso, Chief Operating & Financial Officer asked the Committee to consider for approval to proceed with replacement of (2) 2008 ACO vehicles to be expended from field services reserve. A motion to proceed with the replacement of the vehicles was made by Commissioner Holmes and seconded by Alun Thomas. The Committee unanimously approved.

Item #8 Review Proposed FY 16 Animal Service Budget

Kathy Barroso, Chief Operating & Financial Officer presented the proposed FY16 Animal Service budget to the Committee which was presented to the United Board of Health and the County. The proposed budget removed the contributions from the three cities that are no longer in the interlocal agreement and the reduction of fees due to less animals coming into the shelter. Reductions in the budget have been made by reducing the ACO officers from 5 to 3.5 and reducing the uniforms, fuel and supplies costs for the ACO officers. Other reductions include reducing shelter staff by one full time and one part time and reducing the amount of food, supplies and vaccine costs due to the reduction in animals coming into the shelter. A motion to accept the proposed FY 16 budget as presented was made by Rhonda Trevino and seconded by Linda Lopez. The Committee unanimously approved.

Item #9 Assess Members Who's Terms are Expiring on September 30, 2015 and Willingness to Serve 2 Fiscal Years

Kathy Barroso, Chief Operating & Financial Officer asked Galveston County Official Commissioner Stephen Holmes, Galveston County representative Sherilyn Linton, and City of Bayou Vista representative Mark Johnston if they were willing to serve another two years on the Animal Services Advisory Committee. All agreed. A motion was made to approve all reappointments by Rhonda Trevino and seconded by Linda Lopez. The Committee unanimously approved.

Item #10 Comparative Data Summary (2015-2014) (Intakes and Dispositions)

Kathy Barroso, Chief Operating & Financial Officer presented the comparative data summary 2015-2014 (intake and disposition).

Item #11 Progress Report on Animal Services Strategic Plan

Amber Adams, MPH, Animal Services presented the progress report on the animal services 2014-2019 strategic plan and what has been done to meet the goals within each priority to the Committee. The strategic plan consist of nine priorities and goals within each priority.

Item #12 Update from Animal Services Advisory Committee Members

Updates from the animal service advisory committee members were given by each member city.

Item #13 Public Comments

Mr. Finan announced that there was no public comments.

The meeting adjourned at 1:50 p.m.

Tentative Next Quarterly Meeting Date: February 4, 2016

James L. Oster

Chair

11-05-2015

Date

Sheryl Linton

Secretary/Treasurer

11-05-2015

Date