

**Animal Services Advisory Committee Meeting Minutes
August 7, 2014**

In attendance:

James Osteen, Committee Chair, City of La Marque
Rhonda Trevino, City of Kemah
Stephen Holmes, County of Galveston
Fard Abdullah, City of Hitchcock
Sherilyn Linton, Committee Secretary, County of Galveston
Nick Finan, City of Texas City
Gwen Schulte, Tiki Island
Jonathan Given, Veterinarian
Julie Robinson, City of Dickinson
Joe Dickson, City of Santa Fe
Mark Johnstone, City of Bayou Vista
Pege Wright, City of Clear Lake Shores

Absent

Chris Krysher, Animal Welfare
Wayde Shipman, DVM, UBoH

GCHD Staff:

Dr. Dana Beckham
Kathy Barroso, Chief Financial Officer
Amber Adams, MPH, Animal Services Manager
Holly Copeland, Accounting Manager
Hill Olson, JD, Compliance Auditor

Mr. Osteen welcomed all and a quorum was certified

Item # 1 Agenda

Mr. Osteen made a motion to approve the agenda Ms. Linton seconded the motion and unanimously approved by the Committee.

Item #2 Excused Absence(s)

A motion was made by Ms. Linton seconded by Mr. Abdullah and unanimously approved by the Committee to excuse Chris Krysher and Wayde Shipman.

Item #3 Approval Minutes

A motion to approve minutes from the May 8 (with item # 7 correction made), June 12, and July 17, 2014 meetings was made by Mr. Finch and seconded by Ms. Linton.

Item #4 Animal Services Manager Report:

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

- 1.) **Employment Vacancies:** Amber informed the Committee of vacant positions: 3 Animal Control Officers, 1 Vet Tech, 3 part time Animal Care Technicians and 1 Assistant Manager. Interviews are currently in process for all positions.
- 2.) **Events:** Paws and Claws – August 16th and 17th and Paws and Claws – August 16th and 17th
 - o 25 dogs fully vetted by Bingo funds
- 3.) **Black Dog/Black Cat Program:** It was approved by the UBOH to allow the reduced fee of \$20 for animals that are black in color. The program started 1 week ago and 7 have been adopted using this program.

- 4.) **Senior for Senior:** I would like to modify the Senior for Senior program and present to UBOH for approval at the end of the month.
- 5.) **Pets of the Week:** Offered for half price
- 6.) **Altered Pets:** Offered for half price
- 7.) **Sponsor A Heart Program:** This allows people to donate money into a fund that will pay adoption fees of long term animals. Three animals were adopted using this program in the past week and is going well.
- 8.) **Social Media:** The ARC page and 3 other volunteer pages that share ARC photos/info.
- 9.) **Off Site Attendance:** Schools/parks/adoption events – we attend everything we are invited to.
- 10.) **Community Support:** We have had daycare visits this summer to tour facility and learn about safe pet handling and continue to get donations (toys, towels, treats) from the community
- 11.) **Animal Control:** – 1 bat tested positive for Rabies (Santa Fe) and 1 Dangerous Dog Declaration (San Leon)
- 12.) **Administrative Update:** Capacity is continually being managed daily.
- 13.) **HSUS Animal Care Expo:** Julie Morris Scholarship Recipient – Daytona Beach, Florida (May 20 – 23, 2014)
 - Seminars, Vendors – Showing available shelter operation products (software) and animal control products (equipment retailers)
 - Idea sharing between shelters across the world
 - ASPCA Outreach/Cruelty programs
- 14.) **ASPCA Outreach Program:** Dr. Tami McReynolds returned August 5th and 6th. The visit was to provide an update on progress and improvements made since her last visit. The ASPCA grant money can only continue if progress is proven and if the management wishes for their assistance.
Her #1 goal is to get us an onsite spay/neuter suite. As there is no guarantee, I plan to work closely with the ASPCA and do whatever it takes to implement the ideas I am given to maximize the ARC's benefits. Her comments were positive and were very pleased with the improvements that have all occurred in the last year. Due to her observations, she will continue to be dedicated to helping the ARC anyway she can.
- 15.) **ARC Facebook** – The ARC FB page has proven to be a success. There are more and more likes each week. Social media is a crucial tool to use for homeless pet placement. Dr. McReynolds said that she uses the ARC's page to show other shelters how to do it right.

Item #5 Follow- up on FY 15 Animal Services Budget

Ms. Barroso updated the committee on the Galveston County Animal Services FY 15 budget. A motion was made by UBoH to approve option #4 which is the option GCHD recommended. The proposed budget will also go to Commissioners Court for final approval.

Joe Dickson, City of Santa Fe, asked why come to the meetings and make a motion to modify option #1 when the UBoH overrides the motion.

Julie Johnson, City of Dickinson, stated the City of Dickinson is not happy with the way Ms. Barroso presented the Animal Services FY 15 budget to the UBoH. The Dickinson City Council will meet next week to discuss their options but will not accept option # 4 and stated it was no longer about the dollar amount but about the principal.

Ms. Johnson and Joe Dickson asked why the UBoH meeting notices and agendas are not sent to ASAC members, as they would have attended the last UBoH meeting to express concerns to the Board. Ms. Barroso stated notices were sent out to all City Secretaries with the Board agendas attached. Ms. Johnson stated the notice was not received. Ms. Barroso stated that we had a copy of the email that was sent out to each of the City Secretaries.

Mark Johnstone, City of Bayou Vista, stated not happy with decision and is a slap in the face.

James Osteen, City of LaMarque, stated that LaMarque is not going to pay for option # 4 and will only pay for option #1. He read from the Interlocal agreement in reference to the budget and interpreted it to say that the cities have the final say. He asked why the shelter keeps 250 animals at all times with 190 of those caged. He reported that two of the LaMarque Council members stated that keeping that many animals is the problem and why doesn't the shelter lower the number of animals and get rid of them and this will in turn lower the budget. Ms. Barroso stated that length of stay was discussed by the ASAC about a year ago. Mr. Finan asked if he could get a copy of those minutes that state length of stay of the animals.

Ms. Linton stated she is upset that the City of LaMarque feels this way and will attend the next city council meeting to address the Council.

Pege Wright, City of Clear Lake Shores also stated her city would not pay an increase as it took 4 hours and 39 minutes for animal control to respond to a call.

Ms. Barroso responded to the committee stating she understands the frustrations and budget issues facing everyone. However, option #4 was recommended in an effort to help address current staffing shortages and turnover at the ARC.

ACTION: Donna to provide length of stay discussion meeting minutes.

Item #6 Financial Report

A motion was made by Mr. Dickson, seconded by Mr. Finch and the Committee unanimously approved the June 2014 financial report.

Item #7 Assess Members whose Terms are Expiring on September, 30 2014 and Willingness to Serve 2 Fiscal Years (P-Primary; A-Alternate)

ASAC Expiring Members Terms on September 30, 2014

City of Clear Lake Shores- George K. Jones
City of Dickinson – Julie Robinson
City of Hitchcock- Fard Abdullah
City of Kemah – Rhonda Trevino
City of LaMarque – Rhonda Trevino
City of Texas City- Dee Ann Haney
City of Tiki Island- Gwen Schultea
Veterinarian Position – Jonathon Given, DVM
Non Profit Animal Welfare Group Position 1 – Chris Krysher
Non Profit Animal Welfare Group Position 2 – Jerry Finch

Dana Beckham, Director of Community Health Services, informed to committee that terms are expiring on September, 30, 2014 for t Committee Members and needs to know if the current members plan to continue to serve or will another be appointed.

City of Dickinson – Julie Robinson stated another person will be appointed next week upon approval of city council

City of Kemah – Rhonda Trevino stated she will remain on committee with no alternate.

City of Tiki Island- Gwen Schulte stated she will remain on committee and remove Ted Kennedy as he has passed away.

Ms. Barroso stated this will go to UBoH for approval hopefully in September.

ACTION: Donna to email Cities for confirmation of members to continue to serve on ASAC.

Item #8 Consider Action Regarding Galveston County Pet Registration Proposal

Ms. Beckham presented the Galveston Pet Registration Proposal to committee. Ms. Barroso stated that if the proposed changes to the registration process were approved by the Committee that the Animal Services Policy would also need to be modified, which would require the 3 step policy approval process involving the UBoH, public and participating cities. Ms. Linton stated microchip included as long as funds are available. Committee Members agreed to take fee schedule back to their municipalities and inquire if all are on board with the annual fee; and if ok for monies to be collected by ARC and no longer received by individual cities. Municipalities could use their events, municipal channels, newsletters and water bills to advertise awareness and process to register pet.

ACTION: Schedule meeting at end of September to discuss how to proceed to minimize impact to budget and get feedback.

Item # 9 Consider Changing Requirements for Senior Dog Adoptions

Amber Adams, MPH, Animal Services Manager presented a new proposal for senior dog adoptions. The proposal would allow an individual of any age to adopt a senior animal (described as any animal 5 years of age or older) for a fee of \$20. The spay/neuter, microchip and rabies vaccine on these animals would be provided by the Animal Alliance, so the ARC would not incur any cost to vet these animals. Ms. Trevino seconded the motion and unanimously approved by the Committee.

Ms. Barroso stated that this item would also need to be approved by the UBoH next month for final approval.

Item #10 Update from Animal Services Advisory Committee Members

Mr. Finan stated the City of Texas City would be happy to advertise on Channel 17 information about ARC including videos.

Jerry Finch said that he had been working in Colorado for 1 week on horse issues.

Dr. Given stated his practice moved from Santa Fe to Kemah.

Mr. Franklin asked Mr. Finan if the City of Texas City could send out a phone message to residents advertising the Paws and Claws Event on the 16th and 17th at the League City Civic Center. Mr. Finan stated a request would have to be sent to the Mayor's office.

Item #11 Public Comments

No public comment

The meeting adjourned at 1:40 p.m.

Tentative Next Quarterly Meeting Date: November 6, 2014