

**Animal Services Advisory Committee Special Meeting Minutes  
July 17, 2014**

**In attendance**

**Members Counting Towards a Quorum**

Fard Abdullah, City of Hitchcock  
James Osteen, **Committee Chair**, City of La Marque  
Mark Johnstone, City of Bayou Vista  
Joe Dickson, City of Santa Fe  
Nick Finan, City of Texas City  
Jerry Finch, **Committee Vice Chair**, Habitat for Horses  
Sherilyn Linton, **Committee Secretary**  
Julie Robinson, City of Dickinson  
Rhonda Trevino, City of Kemah

**Absent**

Stephen Holmes, County of Galveston  
Wayde Shipman, UBoH  
Jonathan Given, Veterinarian  
George Jones, City of Clear Lake Shores  
Gwen Schultea, City of Tiki Island  
Chris Krysher, Animal Welfare

**GCHD Staff:**

Dr. Dana Beckham  
Kathy Barroso, Chief Financial Officer  
Amber Adams, Animal Services Manager  
Holly Copeland, Accounting Manager

**Item # 1 Certification of Quorum**

Mr. Osteen welcomed all and a quorum was certified.

**Item #2 Agenda**

Mr. Osteen made a motion to approve the agenda.

**Item #3 Discussions on Proposed FY2015 Animal Services Budget**

Kathy Barroso reviewed the proposed FY 2015 budget that included the four options presented at the previous meeting. A vote was taken to determine which option each city would be willing to support. A majority of the cities voted to approve budget option #4, with Dickinson and Santa Fe opposed.

Julie Robinson, City of Dickinson stated that her city council would not approve an increase as they have questions about how the Animal Resource Center (ARC) is managed and that the proposed budget options appear to project increased revenues without corresponding data to back up those projections.

Mrs. Robinson asked if the \$15,000.00 of budgeted crematory revenue is a realistic number and how the estimate was determined, what entities offer the crematory service, how much market research was done, and would the crematory services be marketed to Vets.

Kathy Barroso stated the ARC budget is constantly monitored, and that GCHD believes that the proposed crematorium revenue budgeted is a realistic and conservative number based on the number of estimated services provided.

Kathy stated the Health District recommends Option #4 (1.5% cost of living increase and Full-Time Volunteer Coordinator/Adoption Counselor and Crematory Specialist). She stated that increasing employees' salaries would help in retaining good employees. ARC salaries are much lower than the salaries of other Animal

Shelters and Animal Control services in Galveston County. Also, the full time Adoption Counselor position would help to generate more revenue which in turn would also help to increase adoption rates and lower euthanasia rates.

Kathy reiterated that increases are necessary in order to meet the goals of the Animal Services Strategic Plan that the committee had recently approved. She stated that ARC Manager, Amber Adams, and her staff have made significant improvements at the Animal Resource Center over the past year and that we want to continue to improve operations in the upcoming year. She also stated that if we are unable to staff the ARC appropriately, that we may have to close off a portion of the building, and not be able to take in as many animals.

Mr. Osteen asked Kathy what option the cities have if the cities could not agree on the proposed budget? Kathy stated that there is language in the interlocal agreement regarding the process should any city decide that they do not want to continue to participate in the agreement.

Julie Robinson stated that one of the questions the Dickinson City Council had is what happened to the \$60,000 Bingo funds and were they used and distributed. Sherilyn Linton stated those BINGO funds were used for installation of a new air conditioning unit and carpet at the Bingo building. The funds are not a set amount and are a different amount each quarter. The funds are used for spay/neuter, micro chipping and vetting of the ARC animals. The Animal Alliance holds the funds for live release incentives and items needed at ARC.

Julie Robinson asked Sherilyn Linton if there is a reason Animal Alliance could not fund the part – time position to full – time.

Sherilyn stated Animal Alliance would never fund a salary since it is an on-going cost.

After much discussion, Nick Finan, City of Texas City made a motion to modify budget option #1, no cost of living increase and increase the number of hours worked by the crematory specialist and the adoption coordinator from 20 hours to 30 hours a week. If those positions generate increased revenue in six months, the committee would consider making those jobs full time as well as offering the pay increase stated in budget option # 4. Joe Dickson seconded the motion.

The Committee members were asked to vote on the motion made by Nick Finan. Motion passed 7-1, Committee member opposing was Sherilyn Linton.

Meeting adjourned at 11:55 am

**Next Animal Services Animal Committee Meeting: August 7th, 2014 @ Noon**