

Animal Services Advisory Committee Meeting Minutes
May 12, 2016 12:00 Noon

In Attendance:

James Osteen, City of La Marque
Dee Ann Haney City of Texas City
Mark Johnston, City of Bayou Vista
Rhonda Trevino, City of Kemah
Jonathon Given DVM, Veterinarian
Sherilyn Linton, Galveston County
Commissioner Stephen Holmes, Galveston County
Jerry Finch, Animal Welfare
Cynthia Kelley, Animal Welfare
Eric Froeschner, UBOH

Absent:

Tom Fisher, Village of Tiki Island
Fard Abdullah, City of Hitchcock

GCHD Staff:

Kathy Barroso, Chief Executive Officer
Amber Adams, MPH, Animal Services Manager
Scott Packard, Public Information Officer
Amanda Taber, Executive Assistant II

Guest:

Yvonne Downs

Unexcused Absences:

Tom Fisher, Village of Tiki Island and Fard Abdullah, City of Hitchcock

Item #1 Agenda

James Osteen, Chair, asked for a motion to approve the May 2016 agenda. A motion was made by Commissioner Holmes, seconded by Dee Ann Haney and unanimously approved by the Committee.

Item #2 Excused Absences

James Osteen advised the Committee that there were no excused absences.

Item #3 Approval of Minutes February 4, 2016

Mr. Osteen asked the Committee to review the minutes from the February 4, 2016 meeting. A motion was made to approve the minutes by Ms. Trevino and seconded by Ms. Haney. The Committee unanimously approved.

Item #4 ARC Manager Report

Amber Adams, MPH, Animal Services presented the manager's report. Mr. Osteen asked that the manager's report be added to the packets prior to the meeting so that all members have a copy and can follow along. Mrs. Linton requested that the Bingo funds usage be added to the manager's report. The following updates were provided to Committee:

1) Vacancies:

Shelter:

1 Shelter Coordinator – Collecting applications

- 1 Administrative Assistant/Dispatcher – Interviews in progress
- 1 Part Time ACT - Recommendation made to HR

Field:

- 1 Part Time ACO – Interviews in progress
- 1 Dispatcher/Clerk – Recommendation made to HR
- 1 Cremation Specialist – Selected – Pending start date

2) Rabies Cases:

There were 0 reported cases of rabies in the County since the last meeting.

3) Events/Programs:

- a. February 17th: Fix Felix – 19 ARC cats were neutered
- b. February 21st: Arms Room Adoption/Vendor Event
- c. February 27th: Pet Vaccination Services at ARC
- d. March 3-4th: Galveston County Employee Rodeo = 5 dogs adopted
- e. March 5-6th: Pasadena – Cause for Paws Adoption Event = 11 dogs adopted
- f. March 19th: Petco (Clear Lake) Adoptions
- g. March 20th: Arms Room Adoption/Vendor Event
- h. March 26th: Pet Vaccination Services at ARC
- i. April 9th: Pet Vaccination Services at ARC
- j. April 17th: Arms Room Adoption/Vendor Event
- k. April 21st: Texas City Library Volunteer Recruitment
- l. April 22-25th: Management attended Texas Unites Conference – Austin, TX.
- m. April 23rd: Pet Vaccination Services at ARC
- n. April 29th: Food Truck Friday – Texas City
- o. April 30th: National Adopt a Shelter Pet Day = ½ price promo = 11 adoptions

4) Upcoming Events:

- a. May 21st: Bark in the Park – Galveston
- b. May 28th: Pet Vaccination Services at ARC

5) Spay/Neuter Contract Update:

- a. The Animal Clinic, Galveston = 8 slots per week
- b. VCA Mainland = Quotes were high
- c. Bayside Animal Hospital = In progress

6) May is National Pet Month - Throughout the month, we are featuring guest columns on topics related to the pets available at the county's largest animal shelter, the Galveston County Animal Resource Center (ARC)

- a. Week 1: General adoption info
- b. Week 2: What is fostering and how can I do it?
- c. Week 3: How do I help the ARC?
- d. Week 4: Why is it important to register my pet?

- 7) Live Release Programs:
- a) Heal A Heart Program
 - b) Sponsor A Heart Program
 - c) Senior Animal Program
 - d) Black Animal Program
 - e) Pets of the Week: Offered for half price
 - f) Pre - Altered Pets: Offered for half price

Item #5 Financial Report for March 2016

Kathy Barroso, Chief Executive Officer presented the financial report for March 2016 to the Committee. Mrs. Barroso advised the Committee that she would bring the total reserve report to the next ASAC meeting. A motion was made by Eric Froeschner to approve the March 2016 financial report. Ms. Haney seconded the motion and the Committee unanimously approved the report.

Item #6 Review of Proposed FY17 ARC Fee Schedule

Kathy Barroso, Chief Executive Officer asked the Committee to review the proposed FY17 ARC fee schedule. Mrs. Barroso advised the Committee that there were no proposed changes to the fee schedule. A motion to approve the fee schedule as presented was made by Mr. Froeschner and seconded by Ms. Trevino. The Committee unanimously approved.

Item #7 Consider Proposed Changes to Galveston County Animal Services Local Regulations and Rabies Control Policy/Order

Amber Adams reviewed the proposed changes to the Galveston County Animal Services Local Regulations and Rabies Control Policy/Order with the Committee. A motion was made by Ms. Haney to approve the policy with the suggested changes made by the Committee and to also send the entire policy to County Legal for review. Mrs. Linton seconded the motion and the Committee unanimously approved.

Item #8 Consider for Approval Proposal to Install Additional Security Cameras at the Animal Resource Center

Kathy Barroso asked that this item be deferred until more information is obtained.

Item #9 Comparative Data Summary (2016-2015) (Intakes and Dispositions)

Kathy Barroso, Chief Executive Officer presented the comparative data summary 2016-2015 (intake and disposition).

Item #10 Discussion Regarding FY17 Animal Services Budget Process and Interlocal Agreement

Kathy Barroso advised the committee that next year's budget and interlocal agreement needs to be reviewed. Mrs. Barroso suggested a subcommittee be formed to review the budget process, develop the budget and also rewrite the interlocal agreement. A motion was made by Ms. Haney to form a subcommittee which will consist of a member from Texas City, Bayou Vista, La Marque, Galveston County, and Eric Froeschner. Mr. Froeschner seconded the motion and the Committee unanimously approved.

Item #11 Update from Animal Services Advisory Committee Members

Updates from the Animal Service Advisory Committee members were given by each member city.

Item #12 Public Comments

No public Comments

The meeting adjourned at 1:41 p.m. by a motion made by Ms. Haney and seconded by Ms. Linton. The Committee unanimously approved.

James F. Oster
Chair

08-11-2016
Date

Dee Ann Haney
Secretary/Treasurer

08/11/16
Date