

**Animal Services Advisory Committee Meeting Minutes**  
**August 11, 2016 12:00 Noon**

**In Attendance:**

James Osteen, City of La Marque  
Dee Ann Haney, City of Texas City  
Nick Finan, City of Texas City  
Mark Johnston, City of Bayou Vista  
Kyle Burks, City of Kemah  
Commissioner Stephen Holmes, Galveston County  
Lark Tedesco, Animal Welfare  
Cynthia Kelley, Animal Welfare  
Curtis Klages DVM, DAFLAM, UBOH  
Amber Adams, Daily Operator of an Animal Shelter

**Absent:**

Tom Fisher, Village of Tiki Island  
Fard Abdullah, City of Hitchcock  
Jonathon Givens, DVM  
Sherlyn Linton

**GCHD Staff:**

Kathy Barroso, Chief Executive Officer  
Malek Bohsali, Chief Financial Officer  
Peri Bluemer, Chief Operating Officer  
Scott Packard, Public Information Officer  
Amanda Taber, Executive Assistant II

**Guest:**

Yvonne Downs

**Unexcused Absences:**

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

**Item #1 Agenda**

James Osteen, Chair, asked for a motion to approve the August 2016 agenda. A motion was made by Ms. Haney, seconded by Ms. Tedesco and unanimously approved by the Committee.

**Item #2 Excused Absences**

James Osteen advised the Committee that there were no excused absences. Mr. Osteen advised the Committee that if they are unable to attend the meeting to call or email Amanda Taber so that they can be excused.

**Item #3 Approval of Minutes February 4, 2016**

Mr. Osteen asked the Committee to review the minutes from the May 12, 2016 meeting. A motion was made to approve the minutes by Ms. Haney and seconded by Ms. Tedesco. The Committee unanimously approved.

**Item #4 ARC Manager Report**

Amber Adams, MPH, Animal Services presented the manager's report.

1) Vacancies:

Shelter:

None

Field:

1 Part Time ACO – Position posted and collecting applications

2) Rabies Cases:

There was 1 reported cases of rabies in the County since the last meeting. (Texas City)

3) Events/Programs:

- a. May 21<sup>st</sup> – Bark in the Park – Cancelled due to rain
- b. May 28<sup>th</sup> – Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- c. May 27<sup>th</sup> – The ARC attended Food Truck Friday in Texas City. No adoptions.
- d. June 4-11<sup>th</sup>: The ARC held a Purrassic Park themed half price cat adoption promotion. Sixteen cats were adopted.
- e. June 9<sup>th</sup> – The ARC partnered with the UTMB Physician Assistant Class of 2017 to promote stress relief using pets. Two puppies were adopted.
- f. June 12<sup>th</sup>: The ARC attended an adoption event at The Arm’s Room in League City. One dog was adopted.
- g. June 24<sup>th</sup>: The ARC attended Food Truck Friday in Texas City. One dog adoption.
- h. June 25<sup>th</sup>: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- i. July 23<sup>rd</sup>: Participation in the “Clear The Shelters” nationwide adoption event sponsored by Telemundo, Click2Houston and KPRC2. Twenty three adoptions.
- j. July 23<sup>rd</sup>: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- k. July 29<sup>th</sup>: The ARC attended Food Truck Friday in Texas City. Four dog adoptions.
- l. July 30<sup>th</sup>: The ARC attended “Paw-Palooza” an adoption event at Joe’s County Store in Santa Fe. Hosted by SNIP. No adoptions.

4) Upcoming Events:

- a. August 27-28<sup>th</sup>: Paws and Claws adoption event in League City.
- b. August 27<sup>th</sup>: Pet Vaccination Services – Low cost vaccine clinic hosted at the ARC
- c. September 17<sup>th</sup>: St. John’s Methodist Church adoption event

5) Media Releases:

- a) Videos of the Pets of the Week can be viewed on [www.facebook.com/garcpets](http://www.facebook.com/garcpets) and [www.youtube.com](http://www.youtube.com).
- b) ARC Pets of the Week appear in the Galveston County Daily News in a weekly rotation
- c) ARC Pets of the Week appear in the Post in a weekly rotation
- d) Pet Vaccination Services – regular news releases submitted
- e) July 5<sup>th</sup>: News Release: County Registrations are up 71%
- f) July 18<sup>th</sup>: ARC Clear the Shelters was on Telemundo Houston
  - a. Thanks to Karla for doing the Spanish interview
  - b. Link to the video of the Telemundo report via an unlisted YouTube link: [https://youtu.be/FSI\\_nK5FM8U](https://youtu.be/FSI_nK5FM8U)

- g) July 22<sup>nd</sup>: **300 adoptable pets ready for forever homes**, Galveston County Daily News: [http://www.galvnews.com/article\\_9df818c1-4c51-57a5-909a-5b166d14747b.html](http://www.galvnews.com/article_9df818c1-4c51-57a5-909a-5b166d14747b.html)
  - h) July 22<sup>nd</sup>: **ARC PVS and Clear the Shelters** in the Bulletin Board section of the Galveston County Daily News on July 22, 2016: [http://www.galvnews.com/bulletinboard/article\\_0ea759e5-4979-5a75-9501-5c65828efb0d.html](http://www.galvnews.com/bulletinboard/article_0ea759e5-4979-5a75-9501-5c65828efb0d.html)
- 6) Staff Stress Relief:
    - a. Relaxation technique session
    - b. Birthday Luncheon
    - c. Kona Ice Truck
  - 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
  - 8) Animal Services would like to thank the Boot Kickers Bingo Charity Fund/Animal Alliance for the use of funds to support the discounted adoption programs.

**Item #5 Financial Report for June 2016**

Kathy Barroso, Chief Executive Officer presented the financial report for June 2016 to the Committee. A motion was made by Commissioner Holmes to approve the June 2016 financial report. Ms. Haney seconded the motion and the Committee unanimously approved the report.

**Item #6 Review of Proposed FY17 Animal Services Budget**

Kathy Barroso, Chief Executive Officer asked the Committee to review the proposed FY17 Animal Services Budget. Mrs. Barroso advised the Committee that a sub committee was formed to go through the budget as well as the interlocal agreement. All Cities approved their portion of the budget and GCHD will contact Hitchcock to get their approval. A motion to approve the budget was made by Ms. Haney and seconded by Commissioner Holmes. The Committee unanimously approved.

**Item #7 Consider Proposed Changes to Galveston County Animal Services Interlocal Agreement**

Kathy Barroso, Chief Executive Officer asked the Committee to review the proposed changes to the Galveston County Animal Services Interlocal Agreement. Mrs. Barroso advised the Committee that County Legal has reviewed and approved the revised agreement. Ms. Haney made a motion to approve the agreement as presented. Mr. Burks seconded then motion. Commissioner Holmes asked that an amendment be made to the motion that the paragraph in item "H" on page 5 of the old agreement be added to attachment "A" of the new agreement. Ms. Haney seconded the motion and the Committee unanimously agreed.

**Item #8 Comparative Data Summary (2016-2015) (Intake and Dispositions)**

Kathy Barroso, Chief Executive Officer presented the comparative data summary 2016-2015 (intake and disposition). Dr. Klages asked that the euthanasia numbers reported be broke down by species and reason why they were euthanized.

**Item #9 Progress Report on Animal Services Strategic Plan**


Amber Adams, ARC Manager, presented the year two progress report for the Animal Services Strategic Plan.

**Item #10 Update from Animal Services Advisory Committee Members**


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

**Item #11 Public Comments**

No public comments.

  
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Chair

11-10-2016  
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Date

  
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Secretary/Treasurer

11-10-2016  
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Date