

**Animal Services Advisory Committee Meeting Minutes
November 10, 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
Jonathon Givens, DVM
Sherlyn Linton, Galveston County
Lark Tedesco, Animal Welfare
Cynthia Kelley, Animal Welfare
Amber Adams, Daily Operator of an Animal Shelter

Absent:

Curtis Klages DVM, DACLAM,
UBOH

GCHD Staff:

Kathy Barroso, Chief Executive Officer
Malek Bohsali, Chief Financial Officer
Scott Packard, Public Information Officer
Amanda Taber, Executive Assistant III

Guest:

Yvonne Downs

Unexcused Absences:

Fard Abdullah, City of Hitchcock

Item #1- 3 Consent Agenda

James Osteen, Chair, asked for a motion to approve the November 2016 agenda, excused absences, and the August 11, 2016 minutes. A motion was made by Ms. Haney, seconded by Ms. Tedesco and unanimously approved by the Committee.

Item #4 ARC Manager Report

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

1) Vacancies:

Shelter:

1 Part Time ACT – Position posted and collecting applications

Field:

1 Part Time ACO – Position posted and collecting applications

2) Rabies Cases:

There was 1 reported case of rabies in Santa Fe (Unincorporated) involving a bat on August 30th.

3) Events/Programs:

- a. August 13th: The ARC attended the Kemah Go event in Kemah. (1 dog adoption)

- b. August 27 – 28th: The ARC will attend Paws and Claws adoption event in League City. (Adopted 29 dogs, 7 cats)
 - c. August 27th: Pet Vaccination Services will offer low cost vaccines at the ARC. (Serviced 23 animals)
 - d. September 17th: St. John's United Methodist Church adoption event in Texas City. (Adopted 9 cats, 2 dogs)
 - e. September 21st: Offsite volunteer orientation provided to Texas City High School, FFA/Ag Science Class
 - f. September 23rd: Food Truck Friday in Texas City
 - g. September 24th: Pet Vaccination Services offered low cost vaccines at the ARC. (Serviced 28 animals)
 - h. October 2nd: The ARC attended St. George's Blessing of the Animals.
 - i. October 4th: The ARC attended the First Christian Church Pet Blessing in the Pumpkin Patch.
 - j. October 8th: The ARC attended the Breast Cancer Walk (Texas City).
 - k. October 15th: The ARC hosted a Halloween party, with special guest Starbucks. (10 half price adoptions)
 - l. October 22nd: Pet Vaccination Services offered low cost vaccines at the ARC. (Serviced 23 animals)
 - m. October 23rd: The ARC attended the Mutt Mesh Bash at the Arm's Room
 - n. October 28th: Food Truck Friday in Texas City
 - o. October 29th: Children's Health and Safety Fair in Texas City
- 4) Media Releases:
- a) **Videos of the Pets of the Week** can be viewed on www.facebook.com/garcpets and www.youtube.com.
 - b) **ARC Pets of the Week** appear in the Galveston County Daily News and in The Post in a weekly rotation
 - c) **Pet Vaccination Services** – regular news releases submitted
 - d) **Dog rescued after being dragged by truck**, Galveston County Daily News, 11/07/16: http://www.galvnews.com/news/free/article_4ded21b7-1544-536e-8c3e-9c28e999de57.html
 - e) **PVS in Crystal Beach** on Saturday, October 29th.
The news release is also available at this link: <http://www.gchd.org/Home/Components/News/News/1326/65>.
 - f) **Caffeine and Critters**, Galveston County Daily News, 10/15/16: http://www.galvnews.com/bulletinboard/article_c495b650-6058-5b1e-939b-24f9720b7c72.html
 - a. This was this event's final appearance in the newspaper's Bulletin Board section, resulting from our news release.
 - g) **ARC's pet adoption event with St. John's United Methodist Church**, 09/16/16: http://www.galvnews.com/bulletinboard/article_b7faacbd-ee08-56b8-9da4-eedda9c985fc.html
 - a. The event is included in the Bulletin Board section.
 - h) **Weekend adopt-a-thon seeks to place 300 shelter animals**, Galveston County Daily News, 08/26/16: http://www.galvnews.com/news/article_f09588ce-d1af-585d-98c8-3f772148a1a5.html
 - a. The ARC is mentioned in this story about Paws and Claws

- 5) Live Release Programs:
 - a) Heal A Heart Program
 - b) Sponsor A Heart Program
 - c) Senior Animal Program – Supported by Bingo funds
 - d) Black Animal Program – Supported by Bingo funds
 - e) Pets of the Week: Offered for half price
 - f) Pre - Altered Pets (altered upon intake): Offered for half price

- 6) 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 September 2016 and Review Fund Balance Reserve

Malek Bohsali, Chief Financial Officer, presented the financial report for September 2016 and reviewed the fund balance reserve with the Committee. A motion was made by Ms. Haney to approve the September 2016 financial report and fund balance reserve. Mrs. Linton seconded the motion and the Committee unanimously approved the reports.

Item #6 Consider for Approval Proposal to Install Additional Security Cameras at the Animal Resource Center

Amber Adams asked the Committee to consider the proposal to install additional security cameras at the ARC. Ms. Adams expressed the need for additional cameras as recommended by the Texas City Police Department for increased safety of staff, facility, and the animals. A motion was made by Mr. Burks to proceed with purchasing additional cameras through the recommended company Audio-Video Specialists. This motion was seconded by Ms. Haney and the Committee unanimously approved.

Item #7 Comparative Data Summary (2016-2015) (Intake and Dispositions)

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

Item #8 Update from Animal Services Advisory Committee Members

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

Item #9 Public Comments

No public comments.

James Osteen
Chair
02/09/2017
Date

Shelby Linton
Secretary/Treasurer
02/09/2017
Date