



GALVESTON COUNTY HEALTH DISTRICT

Protecting and promoting the optimal health and well-being of Galveston County.

Animal Services Advisory Committee Meeting Minutes November 7, 2019 12:00 Noon

In Attendance:

Commissioner Stephen Holmes, Galveston County
Curtis Klages, DVM, DACLAM, UBOH
James Osteen, City of La Marque
Kirk Jackson, City of La Marque
Mayor Konyha, City of Bayou Vista
Able Garza, City of Texas City
Nick Finan, City of Texas City
Issac Saldana, City of Kemah
Lark Tedesco, Animal Welfare
Cynthia Kelley, Animal Welfare
Monique Ryans, Daily Operator of an Animal Shelter
Amber Adams, Daily Operator of an Animal Shelter

Absent:

Jonathon Givens, DVM
Fard Abdullah, City of Hitchcock
Karen Hearing, City of Tiki Island

GCHD Staff:

Kathy Barroso, Chief Executive Officer
Andrea Cortinas, Chief Financial Officer
Kenna Pruitt, Budget & Grant Manager
Paula Compton, Financial Services Manager
Dina Driskill, JD, Contract Analyst
Ashley Tompkins, Director of Communications
Caroline McKenna, Rescue/Adoption Coordinator
Amanda Wolff, Executive Office Coordinator/Assistant to CEO

Guest:

Candi Serna and Mary Wooldridge

Consent Agenda

Mr. Osteen, Chair, asked the Committee to approve the consent agenda items one through three. Commissioner Holmes made a motion to approve the consent agenda and Mr. Garza seconded. The Committee unanimously approved consent agenda items one through three.

Item #4 Animal Services Manager Report

Amber Adams, Director of Animal Services, presented the management report to the Committee. Mr. Osteen asked that Amber Adams provide quotes from the landfill for the disposal of deceased animals from the ARC versus the cost to continue with the on-site crematory.

Item #5 Financial Report for September 2019 and Review of Fund Balance Reserve

Andrea Cortinas, Chief Financial Officer, presented the September 2019 and review of Fund Balance Reserve to the Committee. A motion to accept both reports as presented was made by

Commissioner Holmes and seconded by Ms. Tedesco. The Committee unanimously approved the financial reports.

Item #6 Progress Report on Animal Services Strategic Plan

Amber Adams, Director of Animal Services, presented a progress report on the Animal Services Strategic Plan to the Committee. Ms. Adams reviewed the progress made on all eight priorities from August 2018 through August 2019. Mr. Osteen asked what type of complaints the ARC receives and how they are currently handled. Ms. Adams explained that when a complaint comes in, it is forwarded to ARC management and management handles it. Mr. Osteen suggested Ms. Adams come up with a way to tract the complaints and then bring them to the Advisory Committee and the United Board of Health. Dr. Klages suggested a post visit survey to be sent to all people who come to the ARC. Mr. Garza made a motion to approve the report as presented and Dr. Klages seconded the motion. The Committee unanimously approved the report.

Item #7 Discussion to Form a Subcommittee to Draft New Animal Services Strategic Plan

Amber Adams, Director of Animal Services, asked the Committee how they would like to develop the next Animal Services Strategic Plan and if they would like to form a subcommittee to develop the new 3 to 5-year plan. Mr. Garza and Dr. Klages suggested the current plan be enhanced with new dates and current priorities be expanded further. Continue to work on the priorities that were not met in the new plan as well. A motion to form a subcommittee to develop a new 5-year plan based off the current plan was made by Commissioner Holmes and seconded by Mayor Konyha. Committee members will include Amber Adams (chairperson), Dr. Klages, Mr. Garza and Lark Tedesco. The Committee unanimously approved the motion.

Item #8 Update on the formation of "ARC Pet Allies", 501c3

Dina Driskill, JD Contract Analyst, presented the formation documents, process, and timeline for creating a 501c3 for the Animal Resource Center to the Committee. Ms. Driskill also informed the Committee that the United Board of Health has approved the formation of ARC Pet Allies.

Item #9 Comparative Data Summary (FY2019-2018) (Intake and Dispositions)

Kathy Barroso, Chief Executive Officer presented the comparative data summary 2019-2018 (intake and disposition).

Item #10 Update from Animal Services Advisory Committee Members

Updates were given by the Animal Service Advisory Committee members.

Item #11 Public Comments

There were no comments made by the public.

James J. Osteen
Chair
02/13/2020

Date

S. D. / K
Secretary/Treasurer
2/13/20

Date