

Animal Services Advisory Committee Meeting Minutes
Special meeting
February 5, 2015 12:00 Noon

In Attendance:

Fard Abdullah, City of Hirtchcock
Rhonda Trevino, City of Kemah
Jonathon Given DVM, Veterinarian
Pege Wright, City of Clear Lake Shores
Nick Finan, City of Texas City
James Osteen, City of La Marque
Stephen Holmes, Galveston County
Mark Johnston, City of Bayou Vista
Sherilyn Linton, Galveston County
Jerry Finch, Animal Welfare

Absent:

Tom Fisher, Village of Tiki Island
George Jones, City of Clear Lake Shores
Chris Krysher, Animal Welfare
Susan Moore, Animal Welfare
Gwen Schultea, Village of Tiki Island
Pam Woods, City of Santa Fe
Joe Dickson, City of Santa Fe
Dee Ann Haney, City of Texas City
Julie Robinson, City of Dickinson
Zach Meadows, City of Dickinson

GCHD Staff:

Kathy Barroso, Chief Operating & Financial Officer
Amber Adams, MPH, Animal Services Manager
Holly Copeland, Controller
Tikeshia Thompson Executive Assistance I

Item #1 Excused Absence

James Osteen Chair, approved excused absences for February 5, 2015

Item #2 Approval of Minutes

A motion to approve minutes from the November 6, 2014 was made by Jerry Finch and seconded by Rhonda Trevino. A motion to approve minutes from the January 7, 2015 meeting was made by Jerry Finch and seconded by Rhonda Trevino. Both motion were unanimously approved by the Committee.

Item #3 ARC Manager Report

Amber Adams, MPH, Animal Services Manager presented the manager's report with the following updates:

1. **Employee Vacancies:** Amber Adams informed the committee of current vacant positions:
Adoption Counselor/Volunteer Coordinator, One part time Animal Care Technician (ACT), Team Lead position, and on the field side, three Animal Control Officer (ACO) positions are open and posted.
2. **Rabies:** Since the last meeting there has not been any positive rabies cases in the County.
3. **La Marque Police Academy:** Amber informed the committee that they went to the La Marque Police Academy on January 13, 2015 and talked about animal services and what animal control does for the city.

4. **Pet Health Day:** Once a year the City of Webster hosts a Pet Health Day which is Saturday February 7, 2015.
5. **Private Cremation:** Amber informed the committee that she has sent out an email to all the Veterinarians in the county to let them know that private cremation is something we now offer and more details will follow.
6. **Microchips:** ARC is now ordering microchips. The microchips are being purchased at \$5.00 each vs the \$12.00-\$14.00 per microchip that we are currently being charged by the two Veterinarians that the ARC is currently using for spay/neuter services.
7. **Black Animal Program:** Since the last meeting there have been 62 animals that have been adopted through this program.
8. **Adoption:** Amber informed the committee that the month of December was a really good month for adoptions. Also, the following week after Christmas was also good since we were offering half price adoptions.

Item #4 Comparative Data Summary 2014-2013 (intakes and Dispositions)

Kathy Barroso, Chief Operating & Financial Officer presented the comparative data summary 2014-2013 (intake and disposition).

Item #5 Financial Report

Kathy Barroso, Chief Operating & Financial Officer asked the board to approve the financial report. Upon a motion made by Sherilyn Linton, seconded by Nick Finan the consideration was unanimously approved by the board.

Item #6 Follow-up Regarding Pet Registration Proposal

Kathy Barroso, Chief Operating & Financial Officer asked the board to review and approve the follow-up information regarding the pet registration proposal. Upon a motion made by Rhonda Trevino, seconded by Jerry Finch the consideration was unanimously approved by the board.

Item #7 Update for Animal Services Advisory Committee Members

Updates from the animal service advisory committee members.

The meeting adjourned at 12:52p.m.

Tentative Next Quarterly Meeting Date: May 7, 2015

Chair

Secretary/Treasurer

Date

Date