

**Animal Services Advisory Committee Meeting Minutes
November 5, 2015 12:00 Noon**

In Attendance:

James Osteen, City of La Marque
Dee Ann Haney City of Texas City
Fard Abdullah, City of Hitchcock
Stephen Holmes, Galveston County
Mark Johnston, City of Bayou Vista
Sherilyn Linton, Galveston County
Lark Tedesco, Animal Welfare
Chris Krysher, Animal Welfare
Jonathon Given DVM, Veterinarian

Absent:

John Bentley, UBOH
Rhonda Trevino, City of Kemah
Tom Fisher, Village of Tiki Island

GCHD Staff:

Kathy Barroso, Chief Operating & Financial Officer
Amber Adams, MPH, Animal Services Manager
Scott Packard, Public Information Officer
Amanda Taber, Executive Assistance II

Guest:

Yvonne Downs, Deanna Lopez, Cynthia Kelley, and Terri Neely

Item #1 Agenda

James Osteen, Chair, asked for a motion to approve the November 2015 agenda. A motion was made by Sherilyn Linton, seconded by Dee Ann Haney and unanimously approved by the Committee.

Item #2 Excused Absences

James Osteen asked the Committee for a motion to approve the excused absences which included Mr. Bentley, Rhonda Trevino, and Tom Fisher. A motion was made by Lark Tedesco to accept the excused absences and this motion was seconded Sherilyn Linton. The Committee unanimously approved.

Item #3 Approval of Minutes August 6, 2015

Mr. Osteen asked the Committee to review the minutes from the August 6, 2015 meeting. A motion was made to approve the minutes by Sherilyn Linton and seconded by Lark Tedesco. The Committee unanimously approved.

Item #4 ARC Manager Report

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

1) Vacancies:

Shelter:

- 1 Shelter Coordinator
- 1 Cremation Specialist

Field:

- 1 ACO (Part Time)
- 1 ACO (Full Time) – Effective 11/11/15

2) Rabies Cases:

There were 2 reported cases of rabies in the County since the last meeting.

- a) Texas City – Bat
- b) San Leon - Bat

3) Events/Programs:

- a. August 12th: Coastal Health and Wellness Open House – 3 adoptions
- b. August 15th: Telemundo “Clear the Shelters” Event – 15 adoptions
- c. August 29th – 30th: Paws and Claws Event – 51 adoptions, plus 10 at ARC
- d. September 12th: Cook Off (TX City) El Cubano Cigars
- e. September 19th: Pet Vaccination Services – 65 animals serviced
- f. September 19th: Half Priced Adoptions – 16 adoptions
- g. October 10th: Breast Cancer Awareness Walk
- h. October 31st: Pet Costume Contest, Activities, Half Priced Adoptions
- i. October 31st: Pet Vaccination Services – 20 animals serviced

4) Upcoming Events:

- a. November 7th: Touch A Truck Family Event
- b. November 19th: K.E. Little Elementary Career Day

5) Live Release Programs:

New: Heal A Heart Program

Senior Animal Program

Black Animal Program

Sponsor A Heart Program

Pets of the Week: Offered for half price

Pre - Altered Pets: Offered for half price

Item #5 Financial Report for September 2015 and Review Fund Balance Reserve

Kathy Barroso, Chief Operating & Financial Officer presented the financial report for September 2015 and a review of the fund balance reserve to the Committee. A motion was made by Dee Ann Haney to approve the September 2015 financial report and fund balance reserve. Mrs. Linton seconded the motion and the Committee unanimously approved.

Item #6 Comparative Data Summary (2015-2014) (Intakes and Dispositions)

Kathy Barroso, Chief Operating & Financial Officer presented the comparative data summary 2015-2014 (intake and disposition).

Item #7 Follow Up on Proposal to Evaluate Call Out Pay for Animal Control Officers

Kathy Barroso, Chief Operating & Financial Officer provided a follow up to questions from the August 6, 2015 ASAC meeting regarding call out pay for Animal Control Officers. Information was presented on the number of after-hour calls from May 2015 to October 2015 and the estimated annual cost. A proposal was submitted to pay Animal Control Officers a minimum of two hours for each call out. A motion to take the call out pay proposal to the United Board of Health was made by Dee Ann Haney and seconded by Lark Tedesco. The Committee unanimously approved.

Item #8 Follow Up on Request for Replacement of (2) 2008 ACO Vehicles

Kathy Barroso, Chief Operating & Financial Officer provided a follow up on the request for replacement of (2) 2008 ACO vehicles. A recommendation was made that a mileage replacement schedule be created and followed for the ACO vehicles. A motion to proceed with the replacement of one vehicle and to repair the second vehicle to be used as a spare was made by Commissioner Holmes and seconded by Dee Ann Haney. The Committee unanimously approved.

Item #9 Update from Animal Services Advisory Committee Members

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

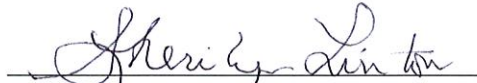
Item #10 Public Comments

One public comment was made by Terri Neely regarding the trap, neuter, release program for feral cats.

The meeting adjourned at 1:10 p.m.


Chair

02/04/2016
Date


Secretary/Treasurer

02/04/2016
Date