GALVESTON COUNTY HEALTH DISTRICT
ANIMAL SERVICES ADVISORY COMMITTEE
AGENDA
(Proposed)
9850-A Emmett F. Lowry Expressway, Texas City, Texas 77591
Board Room
Thursday, February 9, 2017 12:00 Noon

CONSENT AGENDA: All items marked with a single asterisk (*) are parts of the consent agenda and require no deliberation by the Animal Advisory Committee. Any Committee member may remove an item from this agenda to be considered separately.

APPEARANCE: A citizen desiring to make comment to the Committee shall submit a written request to the Director by noon on the fifth day preceding the Advisory Committee Meeting. A statement of the nature of the matter to be considered shall accompany the request. The Director shall include the requested appearance on the agenda, and the person shall be heard if he or she appears.

QUORUM: A majority of the members (7) with at least (4) City reps and (1) County rep present shall constitute a quorum

Meeting Called to Order

Item #1 ACTION .........................................................Agenda

Item #2 ACTION ..................................................Excused Absence(s)

Item #3 ACTION ....................................................Approval of Minutes
- November 10, 2016

Item #4 .................................................................ARC Manager Report

Item #5 ACTION ....................................................Update on In-House Surgical Suite

Item #6 ACTION .....................................................Consider for Approval December 2016 Financial Report

Item #7 ACTION .....................................................Consider for Approval Recommendations to the Animals Services Policy

Item #8 ...............................................................Comparative Data Summary (FY2017-2016) (Intakes and Dispositions)

Item #9 ...............................................................Update from Animal Services Advisory Committee Members

Item #10 ..............................................................Public Comments

At the discretion of the Advisory Committee Chair, persons who have not submitted written request may be permitted to comment on posted agenda item(s) (limit three (3) minutes per person). In compliance with Texas Open Meeting Act the Animal Advisory Committee may not deliberate on comments. Personal attacks will not be allowed and personnel matters should be addressed to the Animal Services Manager during normal business hours.

Adjournment

Tentative Next Meeting: May 11, 2017

MEMBERS MAY BE REACHED DURING THE MEETING AT 938-2288
ANY PERSON REQUIRING SPECIAL ACCOMMODATION SHOULD CONTACT
AMANDA TABER AT (409) 938-2273 48 HOURS PRIOR TO THE MEETING.

Posted by: Amanda Taber
Animal Services Advisory Committee
February 9, 2017
Item #2
Excused Absence(s)
Animal Services Advisory Committee
February 9, 2017
Item #3
Approval of Minutes

- November 10, 2016
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 attended 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.galnews.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:

f) Caffeine and Critters, Galveston County Daily News, 10/15/16:
   http://www.galnews.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.galnews.com/bulletinboard/article_b7faacbd-ee08-56b8-9da4-eedd9c985fc.html
   a. The event is included in the Bulletin Board section.

h) Weekend adopt-a-thon seeks to place 300 shelter animals, Galveston County
   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 Kikkers 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.

Item #9 Public Comments
No public comments.

Chair

Secretary/Treasurer

Date

Date
1) Vacancies:
   Shelter:
   1 Part Time ACT – Position posted and collecting applications
   Field:
   1 Part Time ACO – Selection in process with Human Resources

2) Rabies Cases:
   There were 0 reported case of rabies.

3) Events/Programs:
   a. November 12th: Winterfest – AcroSports – League City = 0 adoptions
   b. November 15th: College of the Mainland – Pay it Forward event – ARC promotion
   c. November 26th: Offered half price adoptions = 16 adoptions
   d. December 10th: St. Johns United Methodist Church = 1 adoption
   e. December 13th: Tabby Tuesday – Offered half price Tabby cats = 5 adoptions
   f. December 22nd/23rd: Offered half price adoptions = 26 adoptions
   g. January 28th: PVS low cost vaccine clinic = 44 pets vaccinated
   h. February 3rd: Players & Pets – Houston – ARC promotion

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 DRAGGED BY PICKUP TRUCK FACES LONG RECOVERY, KTRK-TV ABC 13, 11/14/16: http://abc13.com/pets/dog-dragged-by-pickup-truck-faces-long-recovery/1606104/
      a. The station did a few live hits from the ARC during its morning show. They primarily used info from Houston K911 and our “news release” in the reports.
   e) Improvements at the ARC News Release, 11/29/17 (Attached)
a. This front page above-the-fold story is the result of our news release and the efforts that went along with it.

g) Shelter deserves congratulations for 2016 numbers (editorial), Galveston County Daily News, 12/03/16: http://www.galvnews.com/opinion/editorials/article_15bc68c4-c909-5d0c-b9bf-28fb780758be.html

   a. Front page, above the fold story.
   b. This is the story about the veteran who volunteered at the ARC through the Galveston County Veterans Treatment Court. I met the photographer and volunteer at the ARC Saturday morning for the pictures.


m) Man accused of dragging puppy on roadway while tied to truck, KPRC Channel 2, 12/26/16: http://www.click2houston.com/news/man-accused-of-dragging-puppy-on-roadway-while-tied-to-truck

n) Galveston County man arrested after allegedly dragging puppy behind truck, KIAH NewsFix Channel 39, 12/26/16: http://cw39.com/2016/12/26/man-arrested-for-dragging-puppy-from-truck/

5) Live Release Programs:
   a) Heal A Heart Program
   b) Sponsor A Heart Program
   c) Senior Animal Program – Supported by Bingo funds
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6) Animal Services would like to thank the Boot Kikkers Bingo Charity Fund/Animal Alliance for the use of funds to support the discounted adoption programs.

Challenges:

1) Understaffed
   a. No back up coverage
   b. No lunch break coverage
   c. Duties/tasks are growing faster than our resources
   d. Potential for flagship facility

2) Surgery appointment management is overwhelming
   a. Multiple clinics with various rules/expectations
   b. High volume of animals
   c. Numerous reschedules and tracking
   d. Takes 4 staff members on a daily basis to keep up
Community Support Leads Galveston County Animal Resource Center to Major Progress

GALVESTON COUNTY, Texas – Adoptions, rescues and redemptions were up in fiscal year 2016, resulting in a significant decrease in the euthanasia rate at the Galveston County Animal Resource Center (ARC). The 2016 statistics highlight a trend of improvement that’s been underway for the past five years.

“While our team has worked very hard to increase the number of pets going to forever homes, the credit really goes to the community,” said Amber Adams, ARC manager. “Without community support, our efforts would be fruitless.”

Adoptions

Of the pets that entered the ARC in fiscal year 2016, 1,500 (30%) were adopted, a 4% increase over the previous year and 20% increase from five years ago.

The ARC launched and enhanced a number of adoption incentives over the past several years, some with funding from the BootKlikkers Bingo charity fund. Adoption incentives include half-price specials, reduced rates for senior animals and those with mostly black fur, and a program to cover the adoption fees of long-term animals. The ARC has also increased the number of adoption events at the shelter and participation in community events.

“Getting the pets out in the community where people can see and touch them is vital,” Adams continued. “We’re so honored that we’re being invited to more and more community events were this can happen.”

The effective use of technology is also playing a factor in the increasing adoption rate. Pictures and descriptions of pets available for adoption are posted at www.petharbor.com and regularly featured on www.facebook.com/garcpets and www.twitter.com/arcpets.

“Social media has been a huge success for us because thousands of people see and share the posts,” Adams continued. “It’s not uncommon for people to travel from outside the county and state to adopt an ARC pet they saw on social media.”

The ARC has also increased the visibility of its pets of the week, which have long been highlighted weekly in the county’s two major newspapers. Pets of the week videos are now also featured on the ARC section of the Galveston County Health District’s new website, social media, YouTube and the City of Texas City cable access channel.

All adoptions from the ARC include rabies vaccination, a microchip and spay or neuter. These services are included whether a pet is adopted at the normal fee of $85 or a reduced rate.
“We think people are recognizing that choosing the ARC as the place to adopt a pet is a good financial decision,” Adams said. “The services included in our fee could cost hundreds of dollars if obtained separately from the adoption.”

**Rescues**

In fiscal year 2016, 602 (12%) ARC pets were transferred to rescue groups, a 3% increase over the previous year and a 5% increase from five years ago. The ARC has worked with more than 300 rescue groups over recent years.

Rescue groups are typically run by volunteers who take pets into their homes and care for them until a suitable permanent home can be found. These groups can also provide care outside the scope of the shelter. For example, a dog recently seriously injured after being dragged by a truck was transferred to a rescue group for extensive medical care.

“We’re very proud of our growing partnerships with both local and distant rescue groups,” Adams said. “We’ve even had rescue groups fly ARC cats and dogs to other parts of the country to be placed in homes.”

**Redemptions**

Owners redeemed 580 pets from the ARC in fiscal year 2016, resulting in a 12% redemption rate. The 2016 statistic was 2% higher than the previous year and up 5% from five years ago.

Redemptions occur when a lost pet is brought to the shelter by an animal control officer or citizen and later claimed by the owner. Redemptions are much more likely to occur when pets are microchipped and properly registered. Led by the ARC Animal Services Advisory Committee, the Galveston County United Board of Health made microchipping the required means of pet registration in April 2015, resulting in a 71% increase in registrations during the first year of the regulation.

“A microchip is your pet’s ticket home if they become lost,” Adams continued. “We can easily scan the microchip, get ownership info and make happy reunions happen.”

Pet owners whose dog or cat is not microchipped may bring the animal to the ARC to receive a microchip. The $20 registration fee includes a microchip and is good for the lifetime of the pet. The registration fee for pet owners age 65 and older is $15. There is no fee if the pet is microchipped through a private veterinarian as long as proper documentation is provided. Proof of rabies vaccination is required to complete pet registration.

The microchip regulation affects only the cities that are part of the interlocal agreement to be served by the ARC: Bayou Vista, Hitchcock, Kemah, La Marque, Texas City, Tiki Island and unincorporated Galveston County. More information is available at [www.arcpets.org](http://www.arcpets.org).

**Euthanasia**

Of the 4,977 pets that entered the ARC in fiscal year 2016, 38% were humanely euthanized. This is an 11% decrease over the previous year and a 25% reduction from five years ago. Animals in shelters are euthanized due to illness, injury, aggression, ferality, owner request or overcrowding.

“Our euthanasia rate is always something we’re paying very close attention to,” Adams said. “Our efforts combined with community support have resulted in a significant improvement in this area and we work daily to continue the trend.”

Unlike all area shelters, the ARC is an open intake facility meaning it does not turn away pets surrendered by owners of the municipalities it serves. The ARC also has the highest intake volume of all shelters in the county. Higher intake volumes at shelters often correspond with euthanasia rates.

The ARC strives to educate the community about responsible pet ownership. This includes addressing pet overpopulation, the overall reason pets end up in shelters. The ARC provides spay and neuter services to all pets adopted from the shelter and promotes the importance of spaying and neutering.
Facility and Other Factors

The features and amenities of the beautiful, state-of-the-art shelter help encourage adoptions. The ARC has climate controlled indoor/outdoor runs for dogs and double-sided cages for cats, offering physical and mental benefits for the animals. The ARC also has large cat colony rooms for the community to interact with multiple cats at once. Large fenced yards allow staff and volunteers to take the dogs out for play time and the ability for potential adopters get acquainted with dogs they’re considering bringing home.

The ARC is committed to maintaining healthy environments for animals through disease control measures not all shelters can offer. This includes vaccinating all pets and administering external and internal parasite protection. Additionally, the design of the shelter’s runs, cages and kennels help prevent the spread of disease by restricting nose-to-nose contact. Cleaning procedures and specially-designed ‘toilets’ for pet waste disposal also help prevent ARC disease outbreaks.

In addition, the ARC has a crematorium that offers the community private services to cherish the memory of their pets.

“The pride and buy-in of our staff is at an all-time high. Our employees love their jobs and it shows in the teamwork and dedication they display every day,” Adams continued. “This culture has contributed to vast improvements in community participation and collaboration.”

The ARC is located at 3412 Loop 197 (25th Avenue North) in Texas City and can be reached at (409) 948-2485. More information about the ARC is available at www.arcpets.org.

About the Galveston County Animal Resource Center
The largest, most modern and best-equipped animal shelter in Galveston County, the Animal Resource Center (ARC) provides animal services to Bayou Vista, Hitchcock, Kemah, La Marque, Texas City, Tiki Island and unincorporated Galveston County. Learn more at www.arcpets.org or by calling (409) 948-2485.
Animal Services Advisory Committee
February 9, 2017
Item #5
Update on In-House Surgical Suite
Animal Services Advisory Committee
February 9, 2017
Item #6
Consider for Approval December 2016 Financial Report
## Animal Services - Field Operations

### Revenue and Expenses Actual versus Budget with Variance Annual

#### December 31, 2016

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<th>PTD Budget 12/31/2016</th>
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<td><strong>Total Revenue</strong></td>
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<td>70,237.25</td>
<td>69,372.00</td>
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| **Expenses** |               |                        |                        |          |                        |                        |          |
| Hourly Pay | 165,898.00     | 12,479.98              | 13,832.00              | 1,352.02 | 37,212.29              | 41,497.00              | 4,284.71 |
| Overtime | 12,000.00      | 291.63                 | 1,000.00               | 708.37   | 1,674.80               | 3,000.00               | 1,325.10 |
| Part-Time Hourly Pay | 14,874.00     | 0.00                   | 1,240.00               | 1,240.00 | 0.00                   | 3,718.00               | 3,719.00 |
| FICA Expense | 13,836.00     | 903.53                 | 1,153.00               | 249.47   | 2,788.39               | 3,459.00               | 670.61   |
| SUTA | 906.00         | 133.86                 | 75.00                  | (58.86)  | 168.83                 | 226.00                 | 57.17    |
| Life Insurance Expense | 430.00        | 48.69                  | 35.00                  | (13.69)  | 146.09                 | 107.00                 | (39.09)  |
| Long Term Disability | 365.00        | 30.76                  | 30.00                  | (0.76)   | 92.31                  | 91.00                  | (1.31)   |
| Employer Paid Health Insurance | 21,943.00     | 1,638.47               | 1,629.00               | 190.82   | 4,914.45               | 5,486.00               | 571.55   |
| Worker’s Compensation Insurance Expense | 7,235.00     | 464.47                 | 602.00                 | 137.53   | 1,415.80               | 1,808.00               | 392.20   |
| Pension / Retirement | 4,792.00      | 358.52                 | 398.00                 | 37.48    | 1,214.74               | 1,188.00               | (26.74)  |
| Temporary Staffing | 0.00          | 1,901.50               | 0.00                   | (1,901.50) | 5,210.50               | 0.00                   | (5,210.50) |
| Office Supplies (Field) | 750.00        | 0.00                   | 62.00                  | 62.00    | 0.00                   | 187.00                 | 187.00   |
| Operating Supplies (Field) | 3,000.00      | 0.00                   | 250.00                 | 250.00   | 0.00                   | 750.00                 | 641.73   |
| Uniform Supplies (Field) | 3,000.00      | 0.00                   | 250.00                 | 250.00   | 0.00                   | 750.00                 | 938.92   |
| Travel, Local | 250.00        | 0.00                   | 20.00                  | 20.00    | 0.00                   | 62.00                  | 62.00    |
| Training, Local | 750.00        | 0.00                   | 63.00                  | 63.00    | 0.00                   | 188.00                 | 38.00    |
| Training, Out of Town | 2,000.00      | 495.78                 | 167.00                 | (328.78) | 751.74                 | 500.00                 | (251.74) |
| Maint/Repair, Equipment | 250.00        | 0.00                   | 21.00                  | 21.00    | 0.00                   | 63.00                  | 63.00    |
| Maint/Repair, Auto | 3,000.00      | 13.13                  | 250.00                 | 236.87   | 13.13                  | 750.00                 | 736.87   |
| Fuel | 8,500.00       | 944.47                 | 708.00                 | (236.47) | 2,024.03               | 2,125.00               | 100.97   |
| Maint/Repair, Preventative, Auto | 750.00        | 162.33                 | 64.00                  | (98.33)  | 226.37                 | 188.00                 | (38.37)  |
| Insurance, Auto/Truck | 7,500.00      | 274.92                 | 625.00                 | 350.08   | 824.76                 | 1,875.00               | 1,050.24 |
| Newspaper Ads/Advertising | 500.00        | 0.00                   | 43.00                  | 43.00    | 47.00                  | 125.00                 | 78.00    |
| Association Dues | 250.00        | 0.00                   | 21.00                  | 21.00    | 100.00                 | 63.00                  | (37.00)  |
| IT Software Licenses, Intangibles | 4,560.00      | 380.00                 | 380.00                 | 0.00     | 1,140.00               | 1,140.00               | 0.00     |
| Professional Services | 100.00        | 0.00                   | 8.00                   | 8.00     | 0.00                   | 25.00                  | 25.00    |
| **Total Expenses** | 277,490.00     | 20,521.75              | 23,124.00              | 2,602.25 | 61,912.52              | 69,372.00              | 7,459.48 |

|          | 0.00          | 2,602.25               | 0.00                   | 2,602.25 | 8,324.73               | 0.00                   | 8,324.73 |

| **Change in Net Assets** |               |                        |                        |          |                        |                        |          |
# Animal Services - Shelter Operations

## Revenue and Expenses Actual versus Budget with Variance Annual

### December 31, 2016

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<td>7,583.00</td>
<td>500.00</td>
<td>19,333.84</td>
<td>21,250.00</td>
<td>(1,916.16)</td>
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<td>283.00</td>
<td>125.00</td>
<td>1,000.00</td>
<td>(875.00)</td>
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<td>Animal Shelter/City Contracts</td>
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<td>24,607.00</td>
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<td>74,520.25</td>
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<td><strong>Total Revenue</strong></td>
<td>977,151.00</td>
<td>82,623.65</td>
<td>81,429.00</td>
<td>1,194.65</td>
<td>244,589.90</td>
<td>244,287.00</td>
<td>302.90</td>
</tr>
</tbody>
</table>

|                     |               |                        |                        |                      |                        |                        |                      |
| **Expenses**        |               |                        |                        |                      |                        |                        |                      |
| Hourly Pay          | 364,915.00    | 32,113.86              | 30,410.00              | (1,703.86)           | 95,469.13              | 91,229.00              | (4,240.13)           |
| Part-Time Hourly Pay| 52,518.00     | 3,364.13               | 4,376.00               | 1,011.87             | 10,915.25              | 13,129.00              | 2,213.75             |
| FICA Expense        | 31,933.00     | 2,666.64               | 2,661.00               | (5.64)               | 8,021.62               | 7,983.00               | (38.62)              |
| SUTA                | 2,429.00      | 399.51                 | 202.00                 | (197.51)             | 564.09                 | 607.00                 | 42.91                |
| Life Insurance Expense | 980.00      | 108.76                 | 82.00                  | (26.76)              | 343.86                 | 245.00                 | (98.86)              |
| Long Term Disab Coverage | 803.00      | 72.39                  | 67.00                  | (5.39)               | 232.22                 | 201.00                 | (31.22)              |
| Employer Paid Health Insurance | 58,058.00 | 4,076.22               | 4,639.00               | 672.80               | 12,990.67              | 14,515.00              | 1,524.33             |
| Worker's Compensation Insurance Expense | 16,697.00 | 1,319.45               | 1,381.00               | 61.55                | 3,963.09               | 4,174.00               | 210.91               |
| Pension / Retirement | 10,098.00    | 995.55                 | 914.00                 | (81.56)              | 3,321.31               | 2,742.00               | (579.31)             |
| Misc. Contract Services | 1,500.00   | 0.00                   | 125.00                 | 125.00               | 63.00                  | 375.00                 | 312.00               |
| Neuter / Spay Contract | 75,000.00   | 4,554.13               | 6,250.00               | 1,695.87             | 13,065.78              | 18,750.00              | 5,684.22             |
| Veterinarian Contract | 18,000.00    | 1,500.00               | 1,500.00               | 0.00                 | 4,500.00               | 4,500.00               | 0.00                 |
| Office Supplies (Shelter) | 5,000.00   | 213.47                 | 417.00                 | 203.53               | 755.75                 | 1,250.00               | 494.25               |
| Operating Supplies (Shelter) | 44,000.00 | 11,186.54              | 3,687.00               | (7,519.54)           | 24,096.30              | 11,000.00              | (13,096.30)           |
| Pharmaceuticals - Animal Shelter | 43,000.00 | 2,475.70               | 3,583.00               | 1,107.30             | 8,384.66               | 10,750.00              | 2,365.34             |
| Printing Supplies (Shelter) | 0.00        | 38.22                  | 0.00                   | (38.22)              | 38.22                  | 0.00                   | (38.22)              |
| Uniform Supplies (Shelter) | 1,500.00     | 0.00                   | 125.00                 | 125.00               | 0.00                   | 375.00                 | 375.00               |
| Pet Food            | 23,000.00     | 3,465.00               | 1,917.00               | (1,548.00)           | 7,875.00               | 5,750.00               | (2,125.00)           |
| Postage             | 1,100.00      | 42.55                  | 92.00                  | 49.45                | 146.64                 | 275.00                 | 128.35               |
| Telephone           | 4,500.00      | 358.85                 | 375.00                 | 16.15                | 1,076.54               | 1,125.00               | 48.46                |
| Travel, Local       | 300.00        | 0.00                   | 25.00                  | 25.00                | 0.00                   | 75.00                  | 75.00                |

Shelter
<table>
<thead>
<tr>
<th>Annual Budget</th>
<th>PTD Actual 12/31/2016</th>
<th>PTD Budget 12/31/2016</th>
<th>Variance</th>
<th>YTD Actual 12/31/2016</th>
<th>YTD Budget 12/31/2016</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>500.00</td>
<td>0.00</td>
<td>41.00</td>
<td>41.00</td>
<td>Training, Local</td>
<td>114.48</td>
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<td>750.00</td>
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<td>63.00</td>
<td>Training, Out of Town</td>
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<td>7,200.00</td>
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<td>1,600.00</td>
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<td>500.00</td>
<td>7.00</td>
<td>42.00</td>
<td>35.00</td>
<td>Newspaper Ads/Advertising</td>
<td>61.00</td>
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<tr>
<td>4,560.00</td>
<td>380.00</td>
<td>380.00</td>
<td>0.00</td>
<td>IT Software Licenses, Intangibles</td>
<td>1,140.00</td>
<td>1,140.00</td>
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<tr>
<td>100.00</td>
<td>0.00</td>
<td>8.00</td>
<td>8.00</td>
<td>Professional Services</td>
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<td>0.00</td>
<td>78.04</td>
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<td>251.91</td>
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<tr>
<td>2,050.00</td>
<td>168.87</td>
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<td>Trash Removal</td>
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<td>4,000.00</td>
<td>2,774.02</td>
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<td>0.00</td>
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<tr>
<td>977,151.00</td>
<td>94,569.40</td>
<td>81,429.00</td>
<td>(13,140.40)</td>
<td>Total Expenses</td>
<td>258,028.68</td>
<td>244,287.00</td>
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<tr>
<td></td>
<td>0.00</td>
<td>0.00</td>
<td>(11,945.75)</td>
<td>Change in Net Assets</td>
<td>(13,436.78)</td>
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Shelter
# Animal Services - Donations

Revenue and Expenses Actual versus Budget with Variance Annual

December 31, 2016

<table>
<thead>
<tr>
<th>Annual Budget</th>
<th>PTD</th>
<th>PTD</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/31/2016</td>
<td>12/31/2016</td>
<td>12/31/2016</td>
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<tr>
<td>0.00</td>
<td>175.00</td>
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**Revenue**

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<tr>
<th>Animal Shelter - Donations</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,518.30</td>
<td>0.00</td>
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**Total Revenue**

<table>
<thead>
<tr>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,518.30</td>
<td>0.00</td>
<td>1,518.30</td>
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</table>

**Expenses**

<table>
<thead>
<tr>
<th>Change in Net Assets</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,518.30</td>
<td>0.00</td>
<td>1,518.30</td>
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---

Donations
## Animal Services Fund Balance Reserve
### Status as of 12.31.16

### Field Services:
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Beginning Fund Balance @ 9/30/16</td>
<td>$191,194</td>
</tr>
<tr>
<td>FY17 YTD Surplus / (Loss)</td>
<td>$8,325</td>
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<tr>
<td><strong>Total Field Services Fund Balance @ 12.31.16</strong></td>
<td><strong>$199,519</strong></td>
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### Shelter Services:
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance @ 9/30/16</td>
<td>$29,747</td>
</tr>
<tr>
<td>FY17 YTD Surplus / (Loss)</td>
<td>($13,437)</td>
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<tr>
<td><strong>Total Shelter Services Fund Balance @ 12.31.16</strong></td>
<td><strong>$16,310</strong></td>
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</table>

### Donations:
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance @ 9/30/16</td>
<td>$39,263</td>
</tr>
<tr>
<td>FY17 YTD Surplus / (Loss)</td>
<td>$1,518</td>
</tr>
<tr>
<td><strong>Total Donations Fund Balance @ 12.31.16</strong></td>
<td><strong>$40,781</strong></td>
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### Summary:
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<thead>
<tr>
<th>Category</th>
<th>Amount</th>
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<tr>
<td>Shelter</td>
<td>$16,310</td>
</tr>
<tr>
<td>Donations</td>
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<tr>
<td><strong>Summary Fund Balance @ 12.31.16</strong></td>
<td><strong>$256,610</strong></td>
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Animal Services Advisory Committee
February 9, 2017
Item #7
Consider for Approval Recommendations to the Animals Services Policy
POLICY/ORDER

A Galveston County United Board of Health Policy

GALVESTON COUNTY HEALTH DISTRICT ANIMAL SERVICES
LOCAL REGULATIONS AND RABIES CONTROL

WHEREAS, the Galveston County United Board of Health (Board) is a policy-making board of public health district, established under Chapter 121. §121.002 of the Texas Health and Safety Codes encompassing fourteen (14) local governments: Galveston County, Bayou Vista, Clear Lake Shores, Dickinson, Friendswood, Galveston (city), Hitchcock, Jamaica Beach, Kemah, La Marque, League City, Santa Fe, Texas City and Tiki Island; and

WHEREAS, Chapter 826 (Rabies Control Act of 1981) provides Health Authorities of public health districts to enforce state law and rules and establish a local rabies control program; and

WHEREAS, the Galveston County Health District (District) provides animal services to the following participating county and cities through an Interlocal Agreement, Galveston County, Bayou Vista, Clear Lake Shores, Dickinson, Hitchcock, Kemah, La Marque, Santa Fe, Texas City and Tiki Island; and

WHEREAS, it is the intention of this Board policy/order to be written pursuant to and in conformity with Chapters 481, 821, 822, 823, 826, and 828 of the Texas Health and Safety Code; Chapter 169 of the Texas Administrative Code; and Chapter 42.092 of the Texas Penal Code as amended. Said rules and law are incorporated herein by reference, provided that the exceptions and/or additions contained herein shall also apply.

NOW THEREFORE, BE IT ORDERED by the Galveston County United Board of Health of the Galveston County Health District as follows:
SCOPE OF SERVICES

Section 1 Authority to Enforce State Law and Rule

The Galveston County Health Authority is the person designated as the Local Rabies Control Authority for Galveston County pursuant to section 826.017 of the Health and Safety Code. The Animal Services Division shall act as the Health Authority’s designated animal control authority for purposes of Chapter 822 of the Texas Health and Safety Code. The Animal Services Division is authorized to enforce these Regulations and all laws applicable to the District’s local rabies control authority and animal control authority and is authorized to issue citations in the unincorporated area of Galveston County to enforce these regulations pursuant to Texas Health and Safety Code 121.003 (c).

These Regulations apply to all portions of the unincorporated Galveston County. These Regulations apply to incorporated cities that adopt these Regulations and execute cooperative agreements with the District for their enforcement.

Section 2 Animal Services Advisory Committee

In accordance with its charge from the Galveston County United Board of Health, the Animal Services Advisory Committee shall assist the Animal Services Division by reviewing and recommending necessary changes in operations, budget matters, and compliance with all applicable laws, rules, regulations, and ordinances; this includes, but is not limited to, review of operating rules and policies and procedures for Animal Services. The Advisory Committee shall report to the Chief Executive Officer of the GCHD (CEO) or the CEO’s designee. The Advisory Committee consists of a minimum of eleven (11) and not more than eighteen (18) members as follows: One (1) member for each City who is Party hereto; One (1) member for the County who is a County Official; One (1) member for the County who is not required to be, but may be, a County Official (for a total of two (2) County representatives); One (1) member for the GCUBOH who is not required to be, but may be, a member of the GCUBOH or an employee of the GCHD; Two (2) members from animal welfare groups that are non-profit organizations (non-profit animal welfare group) as follows: a total of two (2) representatives with each of the two being from a different non-profit animal welfare group; One (1) veterinarian licensed by the Texas State Board of Veterinary Medical Examiners in accordance with the Veterinary Licensing Act to practice veterinary medicine in the State of Texas whose license is in an active status, whose license is not a provisional license, whose license is not a special license, and who practices veterinary medicine in the County of Galveston, Texas; One (1) member whose duties include the daily operations of a shelter.
REGULATIONS FOR ANIMAL CONTROL

Section 3  **Mission and Purpose**

The **mission purpose** of the Animal Service Division is to control and eradicate the spread of rabies among the county’s animals, prevent rabies in the human population by controlling the animal population and establishing uniform rules for the control and eradication of rabies. In addition, Animal Services will promote responsible pet ownership through public education.

Section 4  Definitions

See Appendix 1

Section 5  Rabies Vaccination Required

*Purpose:* The purpose of this section is to require a licensed veterinarian to vaccinate every domestic dog, cat and domestic ferret located within the jurisdictional area outlined in the Galveston County Animal Services Interlocal Agreement at least every three (3) years depending on the type of vaccine. Once vaccinated, a certificate of vaccination will be issued and certain confidential information about the owner will not be divulged. This requirement conforms to Texas Health and Safety Code (THSC) Chapter 826 Rabies, Subchapter C. Rabies Vaccinations.

A. Rabies Vaccination Period (THSC Section 826.021)

The owner or custodian (excluding animal shelters) of each domestic dog, cat or ferret shall have the animal vaccinated against rabies by four months of age as required in Section 169.29 of the Texas Administrative Code. The animal must receive a booster within the twelve-month interval following initial vaccination. Every domestic dog or cat must be re-vaccinated against rabies at a minimum of at least once every three years with a rabies vaccine licensed by the United States Department of Agriculture. The vaccine must be administered according to label recommendations and by a licensed veterinarian.

B. Certificate of Rabies Vaccination (THSC Section 826.021)

Official rabies vaccination certificates shall be issued by the vaccinating veterinarian and contain the following information:

1. Owner’s name, address, and telephone number;

2. Animal identification-species, sex (including neutered if applicable), approximate age (three months to 12 months, 12 months or older), size (pounds), predominant breed, and color;
(3) Vaccine used-producer, expiration date, and serial number;

(4) Date vaccinated;

(5) Date vaccination expires (revaccination due date);

(6) Rabies tag number if a tag is issued;

(7) The licensed veterinarian’s signature or signature stamp and license number;

(8) A copy of each rabies vaccination certificate issued shall be retained by the issuing veterinarian and readily retrievable for a period of not less than five years from the date of issuance.

C. Confidentiality of Certain Information in Rabies Vaccination Certificate; Penalty (THSC Section 826.0211)

(1) Information contained in a rabies vaccination certificate or in any record compiled from the information contained in one or more certificates that identifies or tends to identify an owner or an address, telephone number, or other personally identifying information of an owner of a vaccinated animal is confidential and not subject to disclosure under Public Information Act, Government Code Chapter 552.

(2) The information may be disclosed only to a governmental entity for purposes related to the protection of public health and safety. A governmental entity that receives the information, including a county or municipality that registers dogs and cats under this Subsection, must maintain the confidentiality of the information, may not disclose the information under Public Information Act, Government Code Chapter 552, and may not use the information for a purpose that does not directly relate to the protection of public health and safety.

(3) A person commits an offense if the person distributes information that is confidential under this section. Penalties are listed in THSC Section 826.0211.

Section 6 Registration of Dogs, Cats and Ferrets

Purpose: The purpose of this section is to outline requirements for owners of a dog, cat or ferret to register said animal with the District. This information will be retained in the files at the District and will assist officials with a count of animals located within the District’s jurisdictional boundaries, identify gender and track the number of animals that are spayed and neutered. In addition, this information will assist District personnel in public health disaster preparedness planning. All animals that are registered will be issued a license or
a microchip that may assist owners in the recovery of a missing animal. This requirement conforms to Texas Health and Safety Code (THSC) Chapter 826 Rabies, Subchapter D. Registration and Restraint of Dogs and Cats and Texas Administrative Code Chapter 169, Vaccination Requirement.

A. Registration for Each Animal (THSC Section 826.031)

The owner or custodian of a dog, cat or ferret is hereby required to register and to obtain from the licensing authority for each dog, cat or ferret a license tag or microchip that must be obtained within seven (7) days following its original rabies vaccination as required herein.

The owner or custodian of a dog or cat commits an offense if:

1. The owner or custodian fails or refuses to present for registration a dog or cat owned by the owner or custodian; and

2. The animal is required to be registered by District Policy/Ordinance.

3. If a person fails to register the animal, District personnel will issue a citation to the owner. A reasonable amount of time will be given to the owner to complete the registration.

4. An offense under this section is a Class “C” misdemeanor.

B. Proof of Rabies Vaccination (Texas Administrative Code Rule §169.29)

A license tag or microchip for a dog, cat or ferret shall not be issued unless there is exhibited to the licensing authority a certificate from a licensed veterinarian showing that the animal to be licensed has been inoculated with an approved rabies vaccine, in accordance with the recommendations of the manufacturer.

C. Valid Period

The license as required in this section shall be valid for the lifetime of the animal as set by the Galveston County United Board of Health as long as the animal does not change ownership. If the animal changes ownership a new registration is required.

D. Animals Brought Into District

Any new permanent resident covered by this policy that owns a dog, cat or ferret brought into the District from other areas shall within seven (7) days of arrival obtain a license tag or microchip for each dog, cat or ferret and register each dog, cat or ferret as required herein. Said registration shall be valid for the time stated in this section of this rule.
E. License Tags or Microchip Required

Upon acceptance of the registration application, rabies vaccination certificate and payment of the registration fee, the District shall issue a microchip or durable tag, stamped with an identifying number. Failure to present the microchip information or license tag, as required herein, shall constitute a violation of this rule.

F. Identification Required

The owner of every dog, cat or ferret shall make sure that the animal is microchipped or that a license tag is attached to a collar or harness and said collar or harness with tags shall be worn by the dog, cat or ferret at all times when off the premises of the owner. Tags shall not be switched from one animal to another.

G. Registration Information

The District shall maintain a record of the identifying numbers of all microchips or tags issued and this record shall be available to the public; provided however that information in the record that identifies or tends to identify the owner or an address, telephone number, or other personally identifying information of the owner of the registered dog, cat or ferret is confidential and not subject to disclosure except as provided by Sections 826.0211 or 826.0311 of the Texas Health and Safety Code.

H. Registration Fees (THSC Section 826.031)

Any person required under this section of this rule to obtain registration for a dog, cat or ferret shall pay a registration fee set by the Galveston County United Board of Health. The registration fee will include microchipping of the animal; unless the owner can provide proof that the animal has already been microchipped. The fee collected for the registration of a dog, cat or ferret shall be deposited in the Animal Services Division of the District’s General Fund and used only to help defray the cost of administering this subchapter in the District, including the costs of registration.

I. Registration Fees Prerequisite

All registration fees shall be paid to and collected by the District before any license tag or microchip will be issued.

J. Exceptions

The provision of this Section requiring the registration of dogs, cats and ferrets shall not apply to the following:

(1) Dogs, cats and ferrets under the age of four (4) months if kept confined.
(2) Dogs, cats and ferrets owned by persons who are non-residents of the District, traveling through the District or temporarily sojourning therein for a period not exceeding thirty (30) days. Upon request, the owner show proof of current rabies vaccination certification.

(3) Dogs, cats and ferrets brought to the District for not more than 10 days exclusively for the purpose of entering the same in any show or exhibition, breeding purposes or trial.

(4) Dogs duly and properly trained (assistance animal) to aid or assist blind persons when such dogs are actually used by blind persons for the purpose of aiding or assisting such blind persons in going from place to place. These animals should be registered with the District without paying a fee.

(5) Dogs duly and properly trained to aid or assist deaf persons when such dogs are actually used by deaf persons for the purpose of aiding or assisting such deaf persons in going from place to place. These animals should be registered with the District without paying a fee.

(6) Dogs, cats and ferrets kept in qualified institutions, approved by the Health Authority, for teaching or research purposes.

(7) Dogs, cats and ferrets kept in veterinary hospitals or recognized animal shelters.

K. Registration; Penalty

(1) A person commits an offense if:

(a) The person fails or refuses to register or present for registration a dog or cat owned by the person; and

(b) The animal is required to be registered under this policy adopted by the District’s Board of Health.

(2) An Animal Control Officer will investigate all cases of non-registration. If the Animal Control Officer determines that a violation exists, the Animal Control Officer will issue a warning or citation.

(3) An offense under this section is a Class “C” Misdemeanor.

(4) An Animal Control Officer will issue a citation to an owner of an animal that is not
registered and each day that the animal is not registered is considered a new offense.

Section 7 Adoption and Sterilization
Purpose: The purpose of this section is to establish adoption standards of the District that reasonably promote the responsible management of dogs and cats by requiring spaying and neutering prior to release or in certain circumstances require the use of a signed sterilization agreement for every animal adopted. Every animal adopted from the Animal Resource Center needing to be spayed or neutered shall be micro chipped or tattooed in accordance with state law. These identification methods can be useful to animal owners in the event that their animal may become lost. Registered rescue organizations that pull animals from the Galveston County Animal Resource Center shall submit a completed and signed sterilization agreement for every animal.

A. Requirements for Adoption (THSC Section 828.002 and 828.003)

The District shall not release a dog or cat for adoption unless the animal has been spayed or neutered or under special circumstances the release is made to a new owner who signs an agreement to have the animal sterilized. The Animal Services Manager or designee must approve these special circumstances. The Animal Services Manager or designee will develop procedures to cover sterilization requirements, nonsurgical sterilization, confirmation of sterilization, letters concerning animal’s death, letters concerning lost or stolen animals, notice of failure to receive a letter, and reclamation of owned animals.

B. Exceptions (THSC Section 828.013)

This chapter does not apply to a dog or cat that is claimed from the District by a person who already owns the animal.

C. Microchipping or Tattooing

Any animal adopted under this policy shall be sterilized and must be identified by a microchip and/or a tattoo indicating that it has been sterilized. The Animal Services Manager or designee will develop procedures that will fully explain the standards for microchipping and tattooing along with the penalties associated with not complying with this requirement.

D. Refund Policy
There are no refunds.

Section 8 Restraint, Impoundment and Disposition of Dogs and Cats to Prevent a Public Nuisance

Purpose: The purpose of this section is to make certain that every owner of an animal exercises proper care and control to prevent their animal from running at large or becoming a public nuisance. This section also empowers Animal Control Officers to capture any and all animals deemed running at large or creating a public nuisance. Once captured, the Animal Control Officer impounds the animal and documents all known information. For unhealthy stray animals, the Animal Services Manager or designee
at his or her discretion may humanely euthanize the dog.

A. Restraint (THSC Section 826.033)

(1) Every owner shall exercise proper care and control of his or her animal by keeping the animal restrained and not allowing the animal to become a stray while in the jurisdiction of the District and to prevent them from becoming a public nuisance.

(2) All of the following conditions, situations or occurrences are hereby declared to be a public nuisance and constitutes failure of the owner to exercise proper care and control of his animal and/or the premises where said animal or animals are or have been kept:

(a) Every stray animal is a public nuisance. The District receives and responds to animal public nuisances that involve dogs and cats. Local municipalities and/or the county’s sheriff office handle livestock that are public nuisances. District personnel respond to wildlife nuisances and may request assistance from other governmental agencies and/or a certified wildlife rehabilitator.

(b) Any animal that turns over garbage containers or scatters garbage or which otherwise damages private or public property.

(c) Any dog, livestock or fowl at large or free-roaming off of private property owned or controlled by the owner of said dog, livestock or fowl.

(d) Any animal which barks, whines, howls or makes other sounds or noises in an excessive, continuous or untimely fashion.

(e) Any building, room, cage, kennel, yard, run or any other place or facility where animals are kept or harbored which is not maintained in a clean and sanitary condition so as to prevent obnoxious odors, the attraction, breeding or potential breeding of flies, the attraction, harboring or breeding of rodents or potential breeding of rodents or the creation of any other public health nuisances.

B. Impoundment

(1) Animal Control has the authority to impound the following:

(a) All stray animals however in extenuating circumstances that involve the impoundment of other animals the Animal Services Manager or designee shall approve.

(b) Any animal that has bitten or scratched a person; and

(c) Any animal that has been exposed to rabies or potentially exposed.

(2) All animals seized and confined under this section should be impounded in an
impoundment facility designated by Animal Control and shall supply the animal with sufficient wholesome food and water during its confinement. All animals seized will be held in impoundment for a minimum of three (3) business days open to the public, with the exception of litters.

(a) All impounded litters (2 or more in a litter) will not be subject to the 3 business day stray hold if they are under 4 months of age. These animals can be available for adoption, rescue or foster on day 1, if approved by the Animal Services Manager or designee.

(3) Any person may take and deliver to Animal Control or to an Animal Control Officer any stray dog or cat to impound.

(4) Any person may surrender an owned animal to Animal Control if the following criteria are met:
   
   (a) The associated fee is paid in full
   
   (b) The Animal Resource Center has available space and resources to properly care for the animal

C. Impoundment of Owned Animals - Unrestrained (Running At Large)

When animals are unrestrained or stray and the Animal Control Officer knows their ownership, the Officer may secure/impound the animal and issue a citation to the owner of the animal to appear in a court to answer charges of violation of this Policy/Order.

D. Unrestrained (At Large) - Riding in Vehicle

Unrestrained animals in the back of pickup trucks, which are not covered with a camper cover or other such device, shall be considered at large. When animals are unrestrained the Animal Control Officer can secure the animal and issue a citation to the owner of the animal to appear in a court to answer charges of violation of this Policy/Order; or impound the animal and issue a citation to the owner of the animal to appear in a court to answer charges of violation of these Policy/Order. Animals in vehicles shall be restrained in a manner, which will not cause injury and will prevent the animal from reaching the outside of the vehicle.

E. Unrestrained (At Large) – on Private Property

Any dog found running at large upon any private property other than that of the owners may be taken up by any person and delivered to the Galveston County Animal Resource Center without fee or charge, and the District shall thereupon hold and dispose of such animal as though such animal had been found running at
large and impounded by Animal Control. All dogs impounded under this section shall be held for a minimum of three (3) business days open to the public. At the end of these three (3) days the District will determine its disposition.

F. Unlawful Restraint of a Dog - Anti-Tethering Law (THSC Section 821.077)

An owner may not leave a dog outside and unattended by use of a restraint that unreasonably limits the dog’s movement:

(1) Between the hours of 10 pm and 6 am;

(2) Within 500 feet of the premises of a school; or

(3) In the case of extreme weather conditions in which:
   (a) The actual or effective outdoor temperature is below 32 degrees Fahrenheit;
   (b) A heat advisory has been issued by a local or state authority or jurisdiction; or
   (c) A hurricane, tropical storm, or tornado warning has been issued for the jurisdiction by the National Weather Service.

In this section, a restraint unreasonably limits a dog’s movement if the restraint:

(1) Uses a collar that is pinch-type, prong-type, or choke-type or that is not properly fitted to the dog;

(2) Is a length shorter than the greater of:
   (a) Five times the length of the dog, as measured from the tip of the dog’s nose to the base of the dog’s tail; or
   (b) 10 feet;

(3) Is in an unsafe condition; or

(4) Causes injury to the dog.

G. Anti-Tethering Law: PENALTY (THSC Section 821.079)

The owner of any dog shall comply with all requirements found in the Chapter 821, Texas Health and Safety Code, Subchapter D Unlawful Restraint of dog, in addition to the ones found below.
(1) A person commits an offense if the person knowingly violates this subchapter.

(2) A Peace Officer or Animal Control Officer who has probable cause to believe that an owner is violating this subchapter shall provide the owner with a written statement of that fact. The statement must be signed by the Officer and plainly state the date on which and the time at which the statement is provided to the owner.

(3) A person commits an offense if the person is provided a statement described by Subsection (2) and fails to comply with this subchapter within 24 hours of the time the owner is provided the statement. An offense under this subsection is a Class C misdemeanor.

(4) A person commits an offense if the person violates this subchapter and previously has been convicted of an offense under this subchapter. An offense under this subsection is a Class B misdemeanor.

(5) If a person fails to comply with this subchapter with respect to more than one dog, the person’s conduct with respect to each dog constitutes a separate offense.

(6) If conduct constituting an offense under this section also constitutes an offense under any other law, the actor may be prosecuted under this section, the other law, or both.

Section 9 Reporting and Quarantine of Rabies Suspect

*Purpose: The purpose of this section is to insure uniform and consistent reporting, investigating and quarantining of any animal that the Health Authority or his or her designee believes to be rabid, may have been exposed to rabies, or may have exposed a person to rabies.*

A. Reporting (THSC Section 826.041)

A person who knows of an animal bite or scratch to an individual that the person could reasonably foresee as capable of transmitting rabies, or who knows of an animal that the person suspects is rabid, shall report the incident or animal to the local rabies control authority, in which the animal is located, or in which the exposure occurs. The report shall include all information necessary to assist in the investigation.

B. Quarantine of Animals (THSC Section 826.042)

(1) Whenever and wherever in this Policy/Order an animal is required to be confined in quarantine, the time, place and method of confinement shall be at the discretion of the Health Authority or designee. Animals required to be confined shall be quarantined at the Galveston County Animal Resource Center, a veterinary clinic or a state approved quarantine facility. No home quarantine is allowed.

(2) The Health Authority or designee may order the quarantine or testing in accordance with this policy for any animal that the Health Authority or designee has probable cause to
believe is rabid, may have been exposed to rabies, or may have exposed a person to rabies. Testing requires euthanasia of the animal, then removal of the head with laboratory analysis at a state approved laboratory.

(3) An owner shall submit to the Health Authority or designee for quarantine an animal that is reported to be rabid or to have exposed an individual to rabies or the owner knows or suspects is rabid or has exposed an individual to rabies, as soon as possible, but not later than twenty-four (24) hours from the time of the reported incident.

(4) The quarantine period shall be at least ten (10) days or 240 hours from time of bite in a place of confinement designated or approved by the local rabies control authority and under such conditions and in such a manner as may be prescribed by the Health Authority or designee.

C. Release or Disposition of Quarantined Animal (THSC Section 826.043)

(1) If the Health Authority or designee determines that a quarantined animal does not show the clinical signs of rabies, the Health Authority or designee shall release the animal to its owner when the quarantine period ends if:

(a) The owner has a valid rabies vaccination certificate for the animal; or
(b) The animal is vaccinated against rabies by a licensed veterinarian at the owner's expense.

(2) If the Health Authority or designee determines that a quarantined animal shows the clinical signs of rabies, the Health Authority or designee shall humanely euthanize the animal. If an animal dies or is euthanized while in quarantine, the Health Authority or designee shall remove the head or brain of the animal and submit it a state approved laboratory for testing.

(3) The owner of an animal that is quarantined under this chapter shall pay to the District the reasonable costs of the quarantine and disposition of the animal. The Health Authority or designee may bring suit to collect those costs.

(4) The Health Authority or designee may keep, grant, or euthanize an animal if the owner does not take possession of the animal before the fourth day following the final day of the quarantine period.

(5) It shall be a violation of this Policy/Order for the owner or any other person to remove any animal that is required to be quarantined or euthanized or which is otherwise in violation of this Policy/Order from the jurisdiction of the District without written permission from the Health Authority or designee and release or movement from the place of approved confinement shall only be in accordance with this section.
(6) No animal shall be released or moved from the place of quarantine, except by the Health Authority or designee until after the ten (10) day quarantine period and then only after inspection of the animal has been made and its release approved by the Health Authority or designee.

D. Quarantine: Penalty

(1) A person commits an offense if the person fails or refuses to quarantine or present for quarantine or testing an animal that:

(a) Is required to be placed in quarantine or presented for testing under this section; and

(b) An offense under this section is a Class C misdemeanor.

J. Exceptions (THSC Section 826.048)

Currently vaccinated and registered assistance, therapy and police dogs are exempt from the quarantine requirements found in this section.

K. Fees and Cost

Transportation, capture, laboratory costs, veterinarian impound fees, quarantine costs, euthanasia, body disposal, vaccination costs, and any and all other fees, costs, charges and duties for quarantine and disposition of the animal shall be the direct responsibility of the animal owner or custodian. Failure of the owner or custodian to pay such costs and fees shall constitute a violation of this Policy/Order.

Section 10 Number of Dogs and Cats Limited

Purpose: The purpose of this section is to allow individuals to keep, harbor, possess, maintain or allow to be kept an unlimited number of dogs and cats as long as all of the dogs and cats are spayed or neutered. If an individual chooses to keep, harbor, possess, maintain or allow to be kept dogs and/or cats that are not spayed or neutered, the policy limits that individual to four (4) dogs, four cats or a combination of said animals not to exceed four (4). Individuals maintaining more than four unaltered animals will be required to apply for a kennel permit and meet all of the construction standards of a kennel.

A. Private Premises

Any person may keep, harbor, possess, maintain, or allow to be kept, harbor, possessed or maintained any number of animals if the following requirements are met: all of the animals are spayed or neutered and all are registered with the District. If one or more of the animals are not spayed or neutered, an individual may not possess more than four (4) dogs or four (4) cats or a combination of said animals with the total number exceeding four (4), over three (3) months old, upon or within any premises owned, occupied or under the control of such person within the District except where specifically exempt in this rule. Any local code, rule, or regulation that is more limiting on the number of dogs and cats supersedes this section.

B. Multiple Dwellings
It shall be unlawful for any person to keep, harbor, possess, maintain or allow to be kept, harbored, possessed or maintained more than two (2) dogs or two (2) cats or a combination of said animals with the total number exceeding two (2), over three (3) months old, upon any premises or within any apartment of a multiple dwelling structure within the District. The Health Authority shall have full authority to limit the number of dogs, cats and any and all other animals per apartment, in any specific area of the complex, or in the multiple dwelling complex as a whole and he or she shall have the authority to enforce any such regulation as he or she may deem necessary for the control of rabies and for the health and safety of the people within such multiple dwelling complexes.

C. Exceptions

The provision of this section limiting the number of animals shall not apply to the following:

1. Veterinary Hospitals
2. Pet Shops
3. Kennels
4. Animal Shelters
5. Registered Fosters, if the following conditions are met:
   a. Persons that foster dogs and cats shall be registered with the District by turning in an application and the application is approved by the Animal Services Manager or designee; and
   b. Persons that foster dogs and cats shall have no more than two (2) fostered dogs and cats over the limits as described in this section. If animals are altered, foster can have more than two (2) over the limit.

Section 11 Cruelty to Animals and Dog Fighting

Purpose: The purpose of this section is to define the roles and responsibilities of the District in the investigation of cruelty to animals. The District will provide for the initial investigation into the claims of animal cruelty, assess the health and welfare of the animal, inform the owner of the suspected cruelty, advise owner of proper care and management of animals and provide for the necessary enforcement when applicable. If an animal must be seized as part of cruelty investigation, the District will assist law enforcement in the removal of animals during a law enforcement directed seizure, assist in the transportation of the animals to a licensed veterinarian for an evaluation of the animal’s health and welfare, and upon request, house and provide care for all animals obtained during a seizure. All warrants directing the seizure of animals shall be served by a certified Peace Officer. The District will work the Galveston County District Attorney’s Office to seek restitution for the expenses associated with the seizure and the care of the animals. These sections conform to Penal Code Title 9.
A. Cruelty (Penal Code, Title 9, §42.092)

A person commits an offense if the person intentionally knowingly, or recklessly:

1. Tortures an animal or in a cruel manner kills or causes serious bodily injury to an animal;
2. Without the owner’s effective consent, kills, administers poison to, or causes serious bodily injury to an animal;
3. Fails unreasonably to provide necessary food, water, care, or shelter for an animal in the person's custody;
4. Abandons unreasonably an animal in the person's custody;
5. Transports or confines an animal in a cruel manner;
6. Without the owner's effective consent, causes bodily injury to an animal;
7. Causes one animal to fight with another, if either animal is a dog;
8. Uses a live animal as a lure in dog race training or in dog coursing on a racetrack; or
9. Seriously overworks an animal.

B. Exceptions

It is an exception to the application of this section that the conduct engaged in by the person is a generally accepted and otherwise lawful:

1. Form of conduct occurring solely for the purpose of or in support of:
   (a) Fishing, hunting, or trapping; or
   (b) Wildlife management, wildlife or depredation control, or shooting preserve practices is regulated by state and federal law; or
2. Animal husbandry or agriculture practice involving livestock animals.

Section 12 Seizure of Animal(s)

Purpose: The District's Role in the seizure of dogs causing death or serious bodily injury to a person is to assist law enforcement agencies and fulfill the wishes of any court with jurisdictional authority to seize a dog. The District shall seize the dog and shall provide impoundment of the dog in secure and humane conditions until time that the court orders the disposition of the dog. Trained personnel will provide for the humane euthanasia of the dog at the order of the court.
Section 13 Dangerous Dogs

Purpose: The purpose of this section is to assess dog behavior and determine if this behavior is classified as dangerous. The Animal Services Manager or designee reviews all dangerous dog determination cases. Once identified as a dangerous dog, the owner is required to follow the requirements for the owner of a dangerous dog as outlined in this section. An owner of a dangerous dog can appeal the decision of the Animal Control Officer to the Animal Services Manager or designee to the Health Authority. The decision of the Health Authority is final. The owner may appeal this final decision to the local court system.

A. Dangerous Dog Behavior

(1) A dog that makes an attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own; or

(2) Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.

B. Requirements for Owner or Custodian of Dangerous Dog (THSC Section 822.042)

(1) Not later than the 10th day after a person learns that the person is the owner of a dangerous dog, the person shall:

(a) Annually register the dangerous dog with the District; and

(b) Restrain the dangerous dog at all times either on a leash in the immediate control of a person or in a secure enclosure; and

(c) Obtain liability insurance coverage or show financial responsibility in an amount of at least $100,000 to cover damages resulting from an attack by the dangerous dog causing bodily injury to a person and provide proof of the required liability insurance coverage that identifies in the policy that the dangerous dog is covered or financial responsibility to the District. The insurance shall be for a twelve month period and shall not be cancelled unless the animal is no longer kept by the owner; and

(d) The dangerous dog when taken outside of the enclosure must be securely muzzled in a manner that will not cause injury to the dangerous dog nor interfere with its vision or respiration but shall prevent it from biting any person or animal; and the dangerous dog must be restrained by high visibility collar marked with the words “dangerous dog” on the collar and must be connected to a substantial chain or cable leash having a minimum tensile strength of 1000 pounds and not to exceed 6
feet in length; and

(e) The owner shall post a sign on his or her premises warning that there is a dangerous dog on the property. This sign shall be visible and capable of being read from the public street or highway; and

(f) The dangerous dog shall be spayed or neutered and microchipped; and

(g) The owner shall notify the District as soon as possible, but under any circumstance not later than twenty-four (24) hours, if a dangerous dog is loose, stolen, unconfined in a secured enclosure, has attacked another animal, has attacked a person, or has died; and

(h) The District may at its discretion allow or disallow the relocation of a dangerous dog. Approval to relocate a dangerous dog shall be in writing. If the owner or custodian of a dangerous dog obtains approval to relocate, the owner or custodian shall provide the District with the name, address and telephone number of the new location of the new secure enclosure. The new secure enclosure shall comply with all of the requirements of owners or custodians of dangerous dogs immediately. If the relocation is outside the jurisdictional boundaries of the District, the Animal Services Division shall notify the appropriate animal control authority in that jurisdiction.

(2) The owner of a dangerous dog who does not comply with this section by the 10th day after the owner learns that the dog is a dangerous dog, the owner shall deliver the dog to the Galveston County Animal Resource Center.

(3) If, on application of any person, the District, after notice and hearing as provided by this section, that the owner of a dangerous dog has failed to comply with this section, the District shall file in court for an order to seize the dog. The warrant will authorize the seizure. The Animal Services Division shall seize the dog or order its seizure and shall provide for the impoundment of the dog in secure and humane conditions.

(4) The owner shall pay any and all cost or fee assessed by the District related to the seizure, acceptance, impoundment, or destruction of the dog. The fees are set by the Galveston County United Board of Health.

(5) The Health Authority or designee shall order the Animal Services Division to humanely destroy the dog if the owner has not complied with this section before the 4th day after the date on which the dog is seized or delivered to the Galveston County Animal Resource Center. The Health Authority or designee shall order the Animal Services Division to return the dog to the owner if the owner complies with this section before the 4th day after the date on which the dog is seized or delivered to the Galveston County Animal Resource Center.

(6) The Health Authority or designee may order the humane destruction of a dog if the owner of the dog has not been located before the 4th day after the seizure and impoundment of the dog.
(7) For purposes of this section, a person learns that the person is the owner of a dangerous dog when:

(a) The owner knows of an attack as described in the definition of dangerous dog behavior; or

(b) The owner receives notice that a justice court, county court, or municipal court has found that the dog is a dangerous dog under this section; or

(c) The owner or custodian is informed by the Animal Control Authority that the dog is a dangerous dog under this section.

C. Determination that Dog is Dangerous and Appeal Process (THSC Section 822.0421)

(1) If a person reports an incident described in dangerous dog behavior, the Animal Services Division shall investigate the incident. An Animal Control Officer will conduct a thorough investigation of the incident and will recommend to the Animal Services Manager or designee if a dangerous dog declaration is appropriate. If, after receiving the recommendation of the Animal Control Officer and the sworn statements of any witnesses, the Animal Services Manager or designee will make the determination that the dog is dangerous. The manager shall notify the owner of that fact by certified letter or by hand delivery of that letter.

(2) An owner, not later than the 5th day after the date the owner is notified that a dog owned by the owner is a dangerous dog may appeal the determination of the Animal Services Manager or designee. An owner of the dangerous dog may appeal the decision, to the Health Authority. The decision of the Health Authority is final.

(3) The owner of the dangerous dog shall comply with the requirements for owners of dangerous dogs during the appeal process.

D. Registration of Dangerous Dog (THSC Section 822.043)

Annually register the dangerous dog with the Animal Services Division in compliance with the Texas Health and Safety Code.

(1) Presents proof of:

(a) Liability insurance or financial responsibility, as required by this section.

(b) Current rabies vaccinaton of the dangerous dog; and

(c) The secure enclosure in which the dangerous dog will be kept.

(2) Pays an annual registration fee as approved by the Galveston County United Board of Health.

(3) The Animal Services Division shall provide to the owner registering a dangerous dog a
registration tag. The owner must place the tag on the dog's collar.

(4) If an owner of a registered dangerous dog moves the dog to a new address, the owner or, not later than the 14th day after the date of the move, shall notify the Animal Services Division for the area in which the new address is located. On presentation by the current owner of the dangerous dog's prior registration tag and payment of a fee as approved by the Galveston County United Board of Health, the Animal Services Division shall issue a new registration tag to be placed on the dangerous dog's collar.

(5) An owner of a registered dangerous dog shall notify the Animal Services Division of any attacks the dangerous dog makes on people.

I. Dangerous Dog at Large

Any dangerous dog found at large after the owner thereof has previous knowledge or notice that such dog is dangerous may be tranquilized, captured, impounded and humanely euthanized with or without notifying the owner.

Section 14 Vicious Dogs

Purpose: The purpose of this section is to assess dog behavior and determine if this behavior is classified as vicious. A determination that a dog is a vicious dog may be found upon the filing of appropriate affidavits with the Galveston County Health Authority or designee by affected or interested persons and the attending physician or veterinarian, where appropriate, attesting to the occurrence of the following acts:

A. Vicious Dog

(1) An owner or handler shall take reasonable measures to protect the public from accidental contact with a dog that, by nature or by training, is dangerous to people or other animals.

(2) An owner or handler may not keep or permit a dog to be in the District if the dog has:

(a) on at least three separate occasions bitten or scratched a person in the District;

(b) on at least one occasion bitten or scratched a person to an extent that the attending physician has presented an affidavit to the health authority stating that the person's life may have been endangered by the dog; or

(c) on at least one occasion killed another dog, cat, or other domestic pet, fowl, or livestock; or seriously injured another animal to an extent that an attending veterinarian has presented an affidavit to the health authority stating that the injured animal's life was seriously endangered or taken by the dog, or that the dog caused a significant permanent impairment of the injured animal's basic bodily functions or mobility; provided, however, that when the incident occurred, the
injured animal was not in violation of a provision of this title relating to the confinement or physical control of animals in the District.

(d) the Galveston County Health Authority or designee may not deem a dog vicious if the attack occurred in an enclosure in which the dog was being kept and;

   (1) The enclosure was reasonably certain to prevent the dog from leaving the enclosure on its own and provided notice of the presence of a dog

B. Registration Revocation

(1) After a hearing, the health authority may revoke a registration issued to the owner of a dog if:

   (a) The health authority determines that a dog is vicious under Section 14 Vicious Dog.

   (b) If the health authority revokes the registration issued to the owner of a dog, the health authority shall send written notice of revocation to the owner at the most current address available to the health authority, by certified mail, return receipt requested.

   (c) An owner or handler of a dog that has had its registration revoked shall remove the dog from the city limits not later than 10 days after the date the health authority mailed the notice of revocation to the owner.

C. Interference with Enforcement Prohibited

(1) A person may not interfere with, hinder, or molest a city employee in the performance of the employee's duties under this title.

Section 14-15 Keeping of Dangerous Wild Animals Prohibited with Exceptions

Purpose: The purpose of this section is to stop any additional importation of dangerous wild animals into Galveston County. Current registered dangerous wild animals may remain within the county until time that the dangerous wild animal is moved to another area outside of Galveston County or the animal becomes deceased. A person that owns, harbors or has custody of a registered wild animal shall comply with all of the registration requirements of the District and hold a valid certificate of registration as issued by the District.

A. Applicability (THSC Section 822.102)

(1) The District shall not allow for the importation of any dangerous wild animal into the
jurisdictional area served by this Policy/Order

(2) This subchapter does not apply to:

(a) Any current registered dangerous wild animal located in Galveston County.

(b) A District, county, municipality, or agency of the state or an agency of the United States or an agent or official of a county, municipality, or agency acting in an official capacity;

(c) A research facility, as that term is defined by Section 2(e), Animal Welfare Act (7 U.S.C. Section 2132), and its subsequent amendments, that is licensed by the secretary of agriculture of the United States under that Act;

(d) An organization that is an accredited member of the American Zoo and Aquarium Association;

(e) An injured, infirm, orphaned, or abandoned dangerous wild animal while being transported for care or treatment;

(f) An injured, infirm, orphaned, or abandoned dangerous wild animal while being rehabilitated, treated, or cared for by a licensed veterinarian, an incorporated humane society or animal shelter, or a person who holds a rehabilitation permit issued under Subchapter C, Chapter 43, Parks and Wildlife Code;

(g) A dangerous wild animal owned by and in the custody and control of a transient circus company that is not based in this state if:

(1) The animal is used as an integral part of the circus performances; and

(2) The animal is kept within this state only during the time the circus is performing in this state or for a period not to exceed 30 days while the circus is performing outside the United States;

(h) A dangerous wild animal while in the temporary custody or control of a television or motion picture production company during the filming of a television or motion picture production in this state;

(i) A dangerous wild animal owned by and in the possession, custody, or control of a college or university solely as a mascot for the college or university;

(j) A dangerous wild animal while being transported in interstate commerce through the state in compliance with the Animal Welfare Act (7 U.S.C. Section 2131 et seq.) and its subsequent amendments and the regulations adopted under that Act;

(k) A nonhuman primate owned by and in the control and custody of a person whose only business is supplying nonhuman primates directly and exclusively to
biomedical research facilities and who holds a Class "A" or Class "B" dealer's license issued by the secretary of agriculture of the United States under the Animal Welfare Act (7 U.S.C. Section 2131 et seq.) and its subsequent amendments;

(i) A dangerous wild animal that is:

(1) Owned by or in the possession, control, or custody of a person who is a participant in a species survival plan of the American Zoo and Aquarium Association for that species; and

(2) An integral part of that species survival plan.

(m) Only owners of dangerous wild animals currently registered with the District prior to January 1, 2007 may retain or renew registration for dangerous wild animals. An applicant for a renewal certificate of registration for a dangerous wild animal must file an application with the District on forms provided by the District. The applicant shall pay a reasonable fee established by the Galveston County United Board of Health to recover the costs with the administration and enforcement of this section of the Policy/Order. A certificate of registration issued under this section is not transferable and is valid for one year after its date of issuance or renewal unless revoked under the powers of the Health Authority or designee.

Section 15.16 Animal Shelters (THSC Chapter 823)

The Galveston County Animal Resource Center is operated in compliance with Texas Health and Safety Code Chapter 826. The Animal Resource Center serves the current members to the Galveston County Animal Services Interlocal Agreement. All Animal Resource Center personnel are trained as prescribed by the Texas Department of State Health Services standards for the humane treatment and care of animals, animal disease, and the transportation of animals. In addition, the Galveston County Animal Services Advisory Committee as described in Section 3 of this policy/order serves the Galveston County Animal Resource Center.

The Animal Resource Center is designated the owner of every animal immediately upon impoundment, intake or surrender of the animal to the Animal Resource Center subject to procedures, other sections of this policy, and in accordance with the Texas Occupations Code 801.004. “Owner” in this section includes the temporary assumption of ownership for the purposes of, but not limited to, administering core intake vaccinations and performing euthanasia as directed by procedures. After three (3) business days open to the public, animals that are not claimed and redeemed by the original owner or custodian may be adopted, rescued, or humanely euthanized.

Section 16.17 Euthanasia of Animals (THSC Chapter 821, Subchapter C
The District administers sodium pentobarbital to euthanize animals in the custody of the Animal Resource Center in accordance with the requirements and procedures established by the Texas Health and Safety Code Section 821.051. An approved sponsor and curriculum in the proper methods and techniques for euthanizing animals train all Animal Services Division employees.

Section 17.18 Disposal of Carcasses

The owner of an animal that has control of the animal before or at the time of the animal's death shall be responsible for the proper disposal of the animal carcass and shall assume all costs associated with this disposal. If the owner of a dead animal cannot be identified, the property owner or the person having control of the property containing the carcass shall be responsible for the disposal of the carcass and shall also assume all of the costs associated with the proper disposal.

Section 18.19 Permits Required for Animal Establishments and Kennels

Purpose: The purpose of this section is to establish a pre-construction plan review program to determine compliance with the approved construction standards for animal establishments, kennels, pet shops, groomers, etc. Once approved a permit for each facility is issued along with a permit fee. The permit is valid for one year and each animal establishment or kennel is considered a separate facility. Prior to the issuance of the valid permit or prior to the re-issuance of the permit, District personnel will inspect the facility for compliance with all standards promulgated for animal establishments and kennels.

A. Valid Permit Required

Any person conducting, managing, owning, or maintaining an animal establishment or kennel as defined in Appendix I must have a valid permit for said establishment.
B. Permit Fees

Any person in the District conducting, managing, owning, or maintaining an animal establishment or kennel shall obtain a permit from the District and pay a permit fee as established by the Galveston County United Board of Health. Certified checks, cashier's checks, personal checks, or money orders shall be sent to the Galveston County Health District, Attn: Accounts Payable, P.O. Box 939, La Marque, Texas 77568, and shall be made payable to Galveston County Health District.

C. Each Facility Separate

Each and every facility regulated by this Policy/Order shall be considered a separate enterprise and requires an individual permit.

D. Construction Plans

All plans for construction of animal establishments and kennels shall be submitted to and approved by the District before any valid permit is issued or any construction is begun. Submission of plans and general compliance with the provisions of this rule shall be the responsibility of the owner.

E. Exceptions

No fee is required of any veterinary hospital, animal shelter, government operated zoological park or institutions approved by the Health Authority for teaching or research purposes.

F. Application for Permit

Any person desiring to construct or operate an animal establishment or kennel shall make written application for a permit on forms provided by the District.

G. Plans Inspected

Prior to the approval of an application for a permit the District shall inspect the plans and specifications of the proposed establishment to determine compliance with this rule and the District’s "Construction Standards for Animal Establishments."

H. Validation Period

The District shall issue a permit to the applicant if the District's final inspection reveals that the said animal establishment or kennel complies with the requirements of this rule and the District’s "Construction Standards for Animal Establishments."
Each permit issued under the provisions of this rule shall be valid for a period of one year.

I. Inspections

It shall be a condition of the issuance of any permit or license that the Health Authority or designee shall be permitted to inspect all animals and the premises where the animals are kept at a reasonable hour and shall, if permission for such inspection is refused, revoke the permit.

K. Animal Cruelty

No person who is or has been convicted of criminal cruelty to an animal, or ever had animals seized under civil seizure proceedings within the State of Texas shall be issued or allowed to hold a permit to operate an animal establishment or kennel.

L. Failure to Comply

The Health Authority or designee may, after providing an opportunity for a hearing, revoke a permit for serious, willful or repeated violations of any of the requirements of this policy/order or any state, federal or local law or ordinance or for interference with the Health Authority or designee in the performance of his or her duties. Two (2) or more convictions within a twelve (12) month period shall constitute repeated violations. The Health Authority or designee may revoke a permit if the applicant withholds, falsifies or misrepresents any information on the application form.

M. Appeal Request

Prior to revocation, the Health Authority or designee shall notify the holder of the permit, or the person in charge, in writing of the reason for which the permit is subject to revocation; and that the permit shall be revoked at the end of the ten (10) days following service of such notice unless a written request for an appeal is filed with the Health Authority or designee by the holder of the permit within such ten (10) day period. If no request for an appeal is filed within the ten (10) day period, the revocation of the permit becomes final and no part of the permit fee shall be refunded.

N. Service of Notice

A notice provided for in this policy/order is properly served when it is delivered to the holder of the permit or the person in charge, or when it is sent by registered or certified mail, return receipt requested, to the last known address of the holder.
O. Hearings

The hearings provided for in this section shall be conducted by the Health Authority’s designee at a time and place designated by the District. Based upon the evidence of such hearing, the Health Authority’s designee shall make a determination of the revocation, and shall sustain, modify or rescind any notice or order of revocation. The person requesting a hearing may appeal the decision of the Health Authority’s designee to the Health Authority. The decision of the Health Authority is final.

P. Disposition of Animals Following Revocation

Any person whose permit is revoked shall, within ten (10) days after revocation:

1. Humanely dispose of all animals owned, kept, or harbored by such person in a manner approved by the District; or

2. Relocate animals to areas or places approved by the Health Authority or designee. The Health Authority or designee may at his or her discretion allow or disallow relocation; or

3. Release animals to the District and pay all costs incurred in the handling of said animals such as transporting, housing, feeding and disposal.

Q. Application Following Revocation

Whenever a revocation has become final, the person whose permit has been revoked may not apply for nor receive a new permit or license for a period of (1) year from the date of the revocation. One (1) year after the date of revocation a person may re-apply for a permit and shall include with the application verification that all reasons and conditions, which led to the revocation, have been corrected. Any person re-applying for a permit under this section shall be subject to all requirements as stated in this Policy/Order. Any person having a permit revoked for the second time shall not be eligible for a new permit.

Section 19 Releasing or Abandonment of Animals

A. Violation to Release or Abandon an Animal

It shall be a violation of this Policy/Order for any person to release or abandon any animal, dog, cat or other whatsoever on any property, whether public or private, within the District. An animal shall be considered abandoned if the owner has not provided care, including food, water or shelter, for three (3) or more consecutive days.

B. Person Having Knowledge of Releasing and Abandoning
Any person having knowledge of an animal which has been or is believed to have been released or abandoned shall so notify the Animal Services Division and shall give all pertinent information including description and location of the animal and the name, address, car license number, or any other information or description of the person who dumped, released or abandoned the animal, if known.

C. Keeping, Harboring or Feeding Strays

Any person who keeps, harbors, feeds, shelters or otherwise allows any stray animal or any animal, which has been released or abandoned, to remain on the person’s property for three (3) or more days without notifying the District, shall hereby be deemed the owner of said animal.

Section 20 Wildlife
A. Keeping of Wildlife
No person may collect, hold, possess, display, transport, release, or propagate protected wildlife for the purposes of this subchapter without a permit issued under the Parks and Wildlife Code, Chapter 43 Special Licenses and Permits.

Section 21 Right to Enter Property
A. Right to Enter

(1) Animal Control Officers are authorized to enter any unsecured or unfenced lot, tract or parcel of land for the purpose of capturing any animal running at large.

(2) Nothing in this Policy/Order shall be construed as authority for Animal Control Officers, employees or their agents to enter buildings unless:

(a) The owner or other person with control over the premises consents to entry,

(b) A valid warrant is obtained, or

(c) Exigent circumstances exist such that there is necessity to act immediately to protect or preserve life or to prevent serious injury to a person or an animal.

Section 22 Interference with Animal Control Officer
No person may interfere with, hinder or molest any Animal Control Officer, or other party designated by Animal Control, in the performance of any duty delegated in this Policy/Order, nor shall any person seek to release any animal impounded under the provisions of this Policy/Order except as herein provided.

Section 23 Duties of Health Authority (THSC Section 121.024)

(1) A health authority is a state officer when performing duties prescribed by state law.

(2) A health authority shall perform each duty that is:
(a) Necessary to implement and enforce a law to protect the public health; or

(b) Prescribed by the board.

(3) The duties of a health authority include:

(a) Establishing, maintaining, and enforcing quarantine in the health authority's jurisdiction;

(b) Aiding the board in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the health authority's jurisdiction;

(c) Reporting the presence of contagious, infectious, and dangerous epidemic diseases in the health authority's jurisdiction to the board in the manner and at the times prescribed by the board;

(d) Reporting to the board on any subject on which it is proper for the board to direct that a report be made; and

(e) Aiding the board in the enforcement of the following in the health authority's jurisdiction:

   (A) Proper rules, requirements, and ordinances;

   (B) Sanitation laws;

   (C) Quarantine rules; and

   (D) Vital statistics collections.

Section 24 Health Authority may Promulgate Rules

The Health Authority shall have the power, with the approval of the Board, to prescribe and promulgate such policy/orders, not inconsistent with any law of the State, as may be deemed necessary to protect the health and safety of the people and to effectively perform the duties imposed herein.

Section 25 Enforcement

The Health Authority of the Galveston County District or delegated representative shall enforce the provisions of this policy/order. It shall be a violation of this rule to interfere with the Health Authority or his delegated officer or any other delegated representative of the Health Authority in the performance of their duties.

Section 26 Issuance of Citations
In addition to or in lieu of impounding an animal which is in violation of or has violated any section or subsection of this rule or in addition to or in lieu of suspension or revocation of a license or permit, the Animal Services Division may issue to the owner of such animal or holder of such license or permit a penalty which shall be stated on the notice, which may, at the discretion of the animal owner or holder of the permit or license, be paid to the agency designated by the Animal Services Division within the time specified on the notice in full satisfaction of the assessed penalty. In the event that such penalty is not paid within the time period prescribed, a complaint will be filed in a court of law and upon conviction of a violation of this rule and the owner shall be punished as provided in this rule.

Section 27 Liability

Any suit brought against any officer or employee of the District because of some act performed by the officer or employee in the enforcement of any provision of this rule shall be defended by legal counsel of the District’s liability insurance until the final termination of the proceedings.

Section 28 Invalidity

In the event any section, clause, sentence or paragraph or any part of this rule shall for any reason be adjudged by any court of competent jurisdiction to be invalid, such invalidity shall not affect, impair, or invalidate the remainder of this rule.

Section 29 Rules in Conflict Repealed

All ordinances, rules or parts of ordinances or rules in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 30 Effective Date

This rule shall be in full force and effect from and after its passage and its publication as provided by law. Publication shall be by caption only in a newspaper of general circulation within the County of Galveston. Passed and approved on second reading the 21st day of October, 1981, and amended on second reading on this 23rd day of February, 1983, and amended on second reading on this 27th day of July, 1988 and amended on second reading on the 13th day of December, 1995, and amended on second reading this 26th day of June, 2002, and amended on second reading this 30th day of July, 2003. Passed and approved on second reading on this 26th day of September 2007. Passed and approved on second reading on this 25th day of March 2009. Passed and approved on second reading on this 25th day of April 2012. Passed and approved on second reading on this 25th day of February 2014. Passed and approved on this 29th day of April 2015. Passed and approved on this ....
Appendix 1 – Definitions

The word “Abandon” shall mean the abandoning of an animal in the person’s custody without reasonable arrangements for assumption of custody to another person.

The word “Animal” shall mean a non-human warm or cold-blooded animal, every living dumb creature, or any mammal, domesticated or wild.

The words “Animal Services Division” shall mean the Animal Services Division of the Galveston County Health District.

The words “Animal Shelter” shall mean a facility that keeps or legally impounds stray, homeless, abandoned, or unwanted animals.

The words “Animal Control Officer” shall mean the person or persons employed by the Galveston County Health District, Animal Services Division.

The words “Animal Establishment” shall mean any pet shop, zoological park, or grooming facility be it a fixed facility or mobile, any building, establishment, place or premises wherein any person, business or corporation engages in boarding, breeding, buying, selling, letting for hire, or training for a profit any animal, or wherein any person keeps, harbors, possesses, or maintains more than four (4) dogs or four (4) cats or a combination of said animals with the total number exceeding four (4) over three (3) months old and at least one (1) of the animals is not spayed or neutered. All animal establishments shall be in compliance with all siting and construction standards as outlined in any local or municipal code, ordinance, rule, regulation or any deed restriction of the property where the construction of a kennel is proposed.

The words “Animal Shelter” shall mean any facility keeps or legally impounds stray, homeless, abandoned, or unwanted animals.

The words “Assistance Animal” shall mean assigned by Section 121.002, Human Resources Code.

The word “Bite” shall mean any abrasion, scratch, puncture, tear, or piercing of the skin that causes bleeding and is caused by or suspected of being caused by an animal.

The word “Cat” shall mean Felis catus.

The word “Circus” shall mean a commercial variety show featuring animal acts for public entertainment.

The word “Collar” shall mean any collar constructed of nylon, leather, or similar material specifically designed to be used by a dog, cat or ferret.
The words “Confined or Confinement” shall mean confined within a building, house or structure or within a fenced yard or premises, so that the animal cannot escape from said building, house, structure or fenced yard or premises without human assistance.

The words “Cruel Manner” or “Cruelly Treated” shall mean a manner that causes or permits unjustified or unwarranted pain or suffering, tortured, seriously overworked, unreasonably deprived of necessary food, care, or shelter, cruelly confined or caused to fight with another animal.

The word "Custody" shall mean the responsibility for the health, safety, and welfare of an animal subject to the person’s care and control, regardless of ownership of the animal.

The words “Dangerous Dog” shall mean a dog that makes an unprovoked attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own or commits unprovoked acts in a place other than an enclosure in which the dog is being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.

The words “Dangerous Wild Animals” shall mean and include any mammal, amphibian, reptile or fowl, which is of a species which is wild by nature, and of a species which, due to size, vicious nature or other characteristic, is or may be dangerous to human beings. Such animals shall include, but not limited to, lions, tigers, ocelots, cougars, leopards, cheetahs, jaguars, bobcats, panthers, lynx, servals, caracals, hyenas, bears, wolves, coyotes, jackals, raccoons, skunks, (whether deodorized or not), baboons, chimpanzees, orangutans, gorillas, and other non-human primate mammals, foxes, elephants, rhinoceroses, alligators, crocodiles, all forms of poisonous reptiles and any hybrid of these animals. The term “wild animal” as used in this rule shall not include gerbils, hamsters, guinea pigs, mice or rabbits.

The word “District” shall mean the Galveston County District.

The word “Dog” shall mean a domesticated animal that is a member of the canine family.

The words “Health Authority” shall mean a licensed physician designated by the Galveston County United Board of Health and having filed an oath of office and appointed by the Board to fulfill the statutory requirements of the Texas Health and Safety Codes provide for animal control and rabies eradication.

The word “Facility” shall mean the same as animal establishment.

The word “Foster” shall mean to give care and to promote growth and development of animals.

The word “Kennel” shall mean any building, establishment, place or premises wherein any person, business or corporation engages in the boarding, breeding, buying, selling.
letting for hire, or training for a profit any canine or feline animal or animals, or wherein any person keeps, harbors, possesses, or maintains more than four (4) dogs or four (4) cats or a combination of said animals with the total number exceeding four (4) over three (3) months old and at least one (1) of the animals is not spayed or neutered. All kennels shall be in compliance with all siting and construction standards as outlined in any local or municipal code, ordinance, rule, regulation or any deed restriction of the property where the construction of a kennel is proposed.

The words “Licensed Veterinarian” shall mean a veterinarian licensed in the State of Texas to practice veterinary medicine.

The word “Livestock” shall mean exotic livestock as defined by Section 161.001, Agriculture Code.

The word “Microchip” shall mean a transponder that is placed under an animal’s skin by an injector and can be read by a microchip scanner.

The words “Multiple Dwelling” shall mean any structure designed and intended to accommodate more than one (1) family and includes but is not limited to duplex buildings and apartment buildings.

The words "Necessary food, care, or shelter" shall mean food, care, or shelter provided to the extent required to maintain the animal in a state of good health.

The words “New Owner” shall mean a person who is legally competent to enter into a binding contract and who is legally competent to enter into a binding contract and who is adopting an animal from a releasing agency.

The word “Owner” shall mean any person or agency, which feeds, shelters, harbors, has possession or control, or has the responsibility to control an animal.

The word “Permanent Resident” means the place where a person has his or her true, fixed and permanent home and principal establishment to which, whenever absent, he or she is the intention of returning.

The word “Person” shall mean one as a human being, a partnership, or a corporation.

The words “Pet-shop” shall mean any building, establishment, premises or places used for or in the business of buying, selling, trading or bartering any species of animal which shall include but not be limited to gerbils, hamsters, guinea pigs, mice, rabbits, birds, dogs, cats and reptiles. This does not include a licensed kennel or individual sales of animals by owners. This definition shall not include hobby breeders, or persons engaging in the raising or breeding or large domesticated animals such as cattle, horses or sheep.

The words “Properly Fitted” shall mean, with respect to a collar, a collar that measures the circumference of a dog’s neck plus at least one inch.
The word “Quarantine” shall mean the strict confinement of an animal in such a manner and period of
time as prescribed by the Health Authority.

The word “Rabies” shall mean an acute viral disease of man and animal affecting the central nervous
system and usually transmitted by an animal bite.

The word “Restraint” shall mean a chain, rope, tether, leash, cable, or other device that attaches a dog to
a stationary object or trolley system.

The words “Running at large” or “at large” shall mean that a dog is not under the control of the owner,
or that of a person or persons authorized by the owner to care for said dog, either by cord, leash, chain or
confinement.

The words “Secure Enclosure” means a fence area or structure that is locked, capable of preventing the
entry of the general public, including children, capable of preventing the escape or release of a dog,
clearly marked as containing a dangerous dog and in conformance with the requirements of the District.
The structure/pen shall provide enough room for the animal on all four limbs to turn around without
touching the sides of the structure/pen. The structure/pen shall provide protection from the elements for
the dangerous dog. The Health Authority shall have the right to require more stringent logistics for the
structure/pen based upon the type of dog to be kept in the enclosure and its anticipated ability to escape.

The words “Severe Bodily Injury” shall mean an injury characterized by severe bit wounds or sever
ripping and tearing of the muscle that would cause a reasonably prudent person to seek treatment from a
medical professional and would require hospitalization without regard to whether the person actually
sought medical treatment

The word “Sterilization” shall mean the surgical removal of the reproductive organs of animals or the
use of nonsurgical methods and technologies approved by the United States Food and Drug
Administration or the United States Department of Agriculture to permanently render the animal unable
to reproduce.

The word “Stray” shall mean roaming with no physical restraint beyond the premises of an animal’s
owner or keeper.

The word "Trip" shall mean to use an object to cause a horse to fall or lose its balance.

The word “Tattoo” shall mean a permanent etching formed by injecting ink into the basal layer of the
epidermis of an animal.

The words “Veterinary Hospital” shall mean any establishment maintained and operated by a licensed
veterinarian for surgery, diagnosis and treatment of diseases and injuries of animals.
The words "Zoological Park" shall mean a tract of land set aside in a natural or man-made state, which displays or exhibits one (1) or more non-domesticated animals which are under the control and supervision of a trained experienced professional animal handler and cared for by a licensed veterinarian. The Director may require proof of training and experience. The park shall be constructed in such a manner as to preclude the possibility of an animal escaping from such park and/or cages or pens. Park construction, pens, cages and equipment shall be designed and constructed in such a manner as to protect the animals and the public. The regulatory authority may require proof of acceptable design and construction. All animals therein and their enclosures shall be approved by the Director. Where required, all zoological parks shall be federally inspected and licensed. A park attendant shall be on duty at all times the park is open or accessible to the public.
Animal Services Advisory Committee
February 9, 2017
Item #8
Comparative Data Summary (FY2017-2016) (Intakes and Dispositions)
Galveston County Animal Resource Center
Comparative Data Summary FY2017

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### Euthanasia Breakdown

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### Calls/Reasons For Calls

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<th>Assist Law Enforcement</th>
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<th>Stray</th>
<th>Transport</th>
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### Additional Information

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### Notes:
- 1st Quarter
- Physical Court of animals at ARC on 10/31/16: 224
- Physical Court of animals at ARC on 11/30/16: 254
- Physical Court of animals at ARC on 12/31/16: 191
Animal Services Advisory Committee
February 9, 2017
Item #9
Update from Animal Services Advisory Committee Members
Animal Services Advisory Committee
February 9, 2017
Item #10
Public Comments