

**Animal Services Advisory Committee Meeting Minutes  
February 9, 2018 12:00 Noon**

**In Attendance:**

Eric Froeschner, UBOH  
Commissioner Stephen Holmes, Galveston County  
James Osteen, City of La Marque  
Dee Ann Haney, City of Texas City  
Nick Finan, City of Texas City  
Mayor Konyha, City of Bayou Vista  
Fard Abdullah, City of Hitchcock  
Lark Tedesco, Animal Welfare  
Cynthia Kelley, Animal Welfare  
Amber Adams, Daily Operator of an Animal Shelter  
Monique Ryans, Daily Operator of an Animal Shelter

**Absent:**

Karen Hearing, City of Tiki Island  
Kyle Burks, City of Kemah  
Curtis Klages DVM, UBOH  
Jonathon Givens, DVM  
Sherlyn Linton, Galveston County

**GCHD Staff:**

Kathy Barroso, Chief Executive Officer  
Scott Packard, Director of Communications  
Andrea Cortinas, Controller  
Kenna Pruitt, Budget & Grant Manager  
Lea Williams, Director of Director of Contracts and Compliance, General Counsel  
Sal Bonaccorso, Director of Information Technology  
Amanda Wolff, Executive Assistant III

**Guest:**

Yvonne Downs

**Unexcused Absences:**

None

**Item #1 Agenda**

Mr. Osteen, Chair, asked for a motion to approve the February 2018 agenda. A motion was made by Commissioner Holmes and seconded by Ms. Haney. The motion was unanimously approved by the Committee.

**Item #2 Excused Absences**

Mr. Osteen, Chair, asked for a motion to approve the excused absence for Dr. Klages and Dr. Givens. A motion was made by Ms. Haney, seconded by Mayor Konyha and unanimously approved by the Committee.

**Item #3 Approval of Minutes**

Mr. Osteen, Chair, asked for a motion to approve the November 9, 2017 minutes. A motion was made by Ms. Haney, seconded by Mr. Froeschner and unanimously approved by the Committee.

**Item #4 Animal Services Manager Report**

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

**Item #5 Update from ASAC Sub Committee Regarding In-House Spay / Neuter Clinic**

Ms. Haney provided an update from the subcommittee formed to explore current spay/neuter costs and develop a plan to address the spay/neuter issues the ARC is currently facing. The committee recommended developing a phased in approach to reduce current costs and address the long-term goal of an on-site spay/neuter facility. A motion to take the proposed phase approach to the United Board of Health for approval was made by Ms. Haney and seconded by Commissioner Holmes. The Committee unanimously approved the motion.

**Item #6 Consider for Approval December 2017 Financial Report**

Kathy Barroso, Chief Executive Officer, presented the December 2017 financial report to the Committee. A motion to accept the financial report as presented was made by Ms. Haney and seconded by Ms. Tedesco. The Committee unanimously approved.

**Item #7 Discuss Process for Developing the FY19 Budget Proposal**

Kathy Barroso, Chief Executive Officer, advised the Committee that it is time for the FY19 budget process to begin. Ms. Haney made a motion to form a subcommittee to begin the budget process. Commissioner Holmes seconded the motion. The subcommittee members will be Ms. Haney, Commissioner Holmes, Mayor Konyha, and Mr. Osteen. The Committee unanimously approved the motion.

**Item #8 Comparative Data Summary (FY2018-2017) (Intake and Dispositions)**

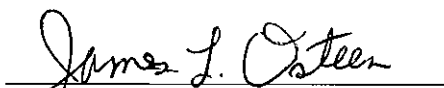
Kathy Barroso, Chief Executive Officer presented the comparative data summary 2018-2017 (intake and disposition).

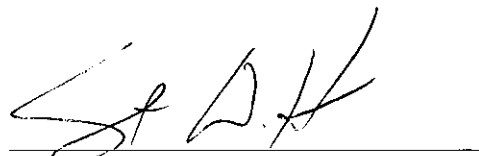
**Item #9 Update from Animal Services Advisory Committee Members**

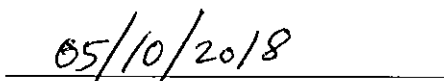
Updates from the Animal Service Advisory Committee members were given by each member city.

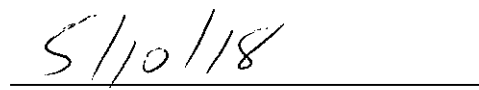
**Item #10 Public Comments**

There were no comments made by the public.

  
Chair

  
Secretary/Treasurer

  
Date

  
Date