

**Animal Services Advisory Committee Meeting Minutes  
December 13, 2018 12:00 Noon**

**In Attendance:**

Commissioner Stephen Holmes, Galveston County  
James Osteen, City of La Marque  
Jonathon Givens, DVM  
Teresa Vasquez-Evans, City of Kemah  
Able Garza, 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  
Monique Ryans, Daily Operator of an Animal Shelter

**Absent:**

Karen Hearing, City of Tiki Island  
Curtis Klages DVM, UBOH  
Eric Froeschner, UBOH  
Sherlyn Linton, Galveston County  
Amber Adams, Daily Operator of an Animal Shelter  
Jerry Finch, Animal Welfare

**GCHD Staff:**

Kathy Barroso, Chief Executive Officer  
Ashley Tompkins, Director of Communications  
Kenna Pruitt, Budget & Grant Manager  
Marissa Worsham, Staff Accountant  
Dina Driskill, Contract Analyst  
Amanda Wolff, Executive Office Coordinator/Assistant to CEO  
Caressa Rendon, Administrative Assistant

**Guest:**

Yvonne Downs

**Unexcused Absences:**

City of Tiki Island and Sherlyn Linton

**Consent Agenda Item 1-3**

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

**Item #4 Animal Services Manager Report**

Monique Ryans, Assistant Manager of Animal Services, presented the management report to the Committee.

**Item #5 Financial Report for September 2018 and Review of Fund Balance Reserve**

Andrea Cortinas, Controller, presented the September 2018 financial report to the Committee along with a review of the fund balance reserve. A motion to accept the financial report and fund balance reserve review as presented was made by Commissioner Holmes and seconded by Mr. Garza. The Committee unanimously approved the financial report and fund balance reserve.

**Item #6 Follow Up Regarding Hurricane Harvey Donation**

Andrea Cortinas, Controller, reported to the Committee that the \$25,000 donation made in September of 2017 was reported in fiscal year 2017 which is why it does not show up on the fiscal year 2018 report. The donation is reflected in the fund balance reserve. Mr. Osteen requested that the name of the donator be included when presenting the donation report.

**Item #7 Consider for Approval Proposed Changes to the Galveston County Animal Services Policy for Submission to the United Board of Health**

Kathy Barroso, Chief Executive Officer, advised the Committee that this policy was previously approved by the Committee, but the Committee had requested that County Legal also review. The policy is being brought back to the Committee with the changes made by County Legal. Mrs. Barroso advised the Committee that she would confirm that all the questions brought forth by County Legal have been addressed and answered. A motion was made by Ms. Tedesco to send this policy to the United Board of Health. Mayor Konyha seconded the motion and the Committee unanimously approved.

**Item #8 Consider Donation of a Disaster Trailer from the American Kennel Club (AKC) for Submission to the United Board of Health**

Kathy Barroso, Chief Executive Officer, advised the Committee that the AKC would like to donate a disaster trailer to the ARC. The trailer would be for animal supplies that can be used in the event of an emergency. Ms. Tedesco made a motion that more information be obtained on the following: the cost of insurance for the trailer, whether extra staff would be needed to operate the trailer, ask ARC staff if they felt there is a true need for this trailer and to have County Legal review the agreement from AKC. Dr. Given seconded the motion. Seven members were in favor of the motion while 3 members were opposed.

**Item #9 Comparative Data Summary (FY2018-2017) (Intake and Dispositions)**

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

**Item #10 Update from Animal Services Advisory Committee Members**

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

**Item #11 Public Comments**

One citizen addressed the Committee regarding spay and neuter flyers being made to had out to the public.

James S. Osteen  
Chair

[Signature]  
Secretary/Treasurer

02-14-2019  
Date

2.14.2019  
Date