

April 18, 2019
Animal Advisory Committee
Regular Meeting
10:00 a.m.



Stacy Davila
Yvonne Downs
George Jones

AGENDA
City of Dickinson
**ANIMAL ADVISORY
COMMITTEE
REGULAR MEETING**

Cindy Marcum Moore, MS, DVM
Stephanie Russell
Sarah Saunders, Chair

April 18, 2019

NOTICE is hereby given of a **REGULAR MEETING** of the Animal Advisory Committee of the City of Dickinson, County of Galveston, State of Texas, to be held on **Thursday, April 18, 2019**, at **10:00 a.m.** at: 4403 Highway 3, Dickinson, Texas 77539 in Conference Room 1 for the purpose of considering the following numbered items. The Animal Advisory Committee of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM

ITEM 2.) PUBLIC COMMENTS: At this time, any person with Committee-related business may speak to the Committee. In compliance with the Texas Open Meetings Act, the Committee may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

ITEM 3.) BRIEFING AND DISCUSSION REGARDING:

A. Shelter Manager Update

B. Upcoming Bayou Animal Services Events

C. Status of New Shelter

ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Minutes of the Animal Advisory Committee Regular Meeting of December 5, 2018.

ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Changing of Veterinary Partners.

ITEM 6.) COMMITTEE MEMBER COMMENTS

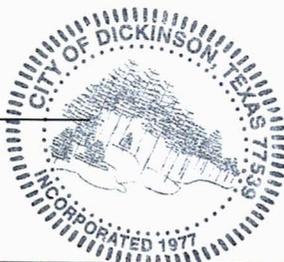
ITEM 7.) ADJOURN

CERTIFICATION

This is to certify that a copy of the Notice of the Animal Advisory Committee Regular Meeting for **Thursday, April 18, 2019**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 15th day of April 2019, prior to 10:00 a.m.

Alun W. Thomas

Alun W. Thomas, City Secretary



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting the City Secretary's office at 281-337-6217, or by FAX at 281-337-6190.

Animal Advisory Committee Meeting

CALL TO ORDER

Roll Call

**CITY OF DICKINSON, TEXAS
ANIMAL ADVISORY COMMITTEE MEETING
ATTENDANCE LIST**

**MEETING DATE: April 18, 2019
Regular Meeting**

<u>COMMITTEE MEMBER</u>	<u>PRESENT</u>	<u>ABSENT</u>
STACY DAVILA	_____	_____
YVONNE DOWNS	_____	_____
GEORGE JONES	_____	_____
CINDY MARCUM MOORE, MS, DVM	_____	_____
STEPHANIE RUSSELL	_____	_____
SARAH SAUNDERS	_____	_____

**Dickinson Animal Advisory Committee
Agenda Item Data Sheet**

MEETING DATE April 18, 2019

TOPIC:	BRIEFING AND DISCUSSION REGARDING: A. Shelter Manager Update. B. Upcoming Bayou Animal Services Events. C. Status of New Shelter.
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BACKGROUND:	The purpose of this item is to update the Committee on the Animal Shelter statistics and upcoming events. A. Shelter Manager Update B. Upcoming Events C. Status of New Shelter <ul style="list-style-type: none"> ▪ Give an update on the new shelter.
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RECOMMENDATION:	N/A
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ATTACHMENTS:	• None.
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FUNDING ISSUES	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.# - -
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SUBMITTING STAFF MEMBER Sarah Saunders, Shelter Manager	CHAIR APPROVAL Sarah Saunders
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ACTIONS TAKEN		
APPROVAL <input type="checkbox"/> YES <input type="checkbox"/> NO	READINGS PASSED <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd	OTHER

Stacy Davila
Yvonne Downs
George Jones

MINUTES
City of Dickinson
**ANIMAL ADVISORY
COMMITTEE
REGULAR MEETING**

Cindy Marcum Moore, MS, DVM
Stephanie Russell
Sarah Saunders, Chair

December 5, 2018

The Animal Advisory Committee of the City of Dickinson met in a duly called and announced **Regular Meeting** on **Wednesday, December 5, 2018**, at **10:00 a.m.** The meeting was held in the Conference Room 2 of Dickinson City Hall, located at 4403 Highway 3, Dickinson, Galveston County, Texas, and was held for the purpose of considering the following items:

ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM

Chairperson Sarah Saunders called the meeting to order at 10:03 a.m., and City Secretary Alun Thomas certified a quorum. Committee Members present were as follows: Chairperson Sarah Saunders, and Committee Members Stacy Davila, Yvonne Downs, and Cindy Marcum Moore. Committee Members George Jones and Stephanie Russell were absent.

ITEM 2.) PUBLIC COMMENTS: At this time, any person with Committee-related business may speak to the Committee. In compliance with the Texas Open Meetings Act, the Committee may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

None.

ITEM 3.) BRIEFING AND DISCUSSION REGARDING:

A. Shelter Manager Update

Bayou Animal Services' Shelter Manager, Sarah Saunders, briefed the Committee on the shelter's low current staffing levels, noting that more volunteers are needed to assist with the shelter operations. Ms. Saunders has recently implemented an online volunteer registration system that should assist with volunteer sign-ups. Also discussed was the recent issue with cat health, which has been resolved, and new partnerships that have been established to help support the shelter's operations. Ms. Saunders added that Stacy Davila is now the shelter's foster coordinator, and thanked Ms. Davila for agreeing to serve in that capacity.

B. Upcoming Bayou Animal Services Events

Ms. Saunders gave an overview of the upcoming events.

C. Status of New Shelter

Ms. Saunders provided the committee with an update of the new shelter, the structure for which has already been delivered to the site.

ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Minutes of the Animal Advisory Committee Regular Meeting of March 22, 2018.

Committee Chairperson Saunders made a motion to approve the minutes of the Animal Advisory Committee Regular Meeting of March 22, 2018, and Committee Member Moore seconded the motion. There being no discussion, Committee Chairperson Saunders called for the vote.

VOTE:

4 AYES (Davila, Downs, Moore, Saunders)

0 NAYS

MOTION PASSED

ITEM 5.) BRIEFING AND DISCUSSION CONCERNING: Current Provisions of Chapter 823 of the Texas Health & Safety Code Specific to Standards for Animal Shelters with Regards to Bayou Animal Services.

Ms. Saunders stated that nothing has changed with the provisions concerning Chapter 823 at this time.

ITEM 6.) BRIEFING AND DISCUSSION CONCERNING: Updating Current Animal Ordinances for the City of Dickinson.

Ms. Saunders provided the committee with information regarding the proposed changes to the animal ordinances of the City of Dickinson. Among the changes that she would like to see, Ms. Saunders drew particular attention to the need to better define a suitable "shelter" for animals, several new definitions within the code, and to change the City's method of animal registration to require microchipping. The committee members present agreed to consider how best to accomplish these goals, and to think of any other changes that might be necessary, by the next committee meeting.

ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Schedule Next Animal Advisory Meetings.

After a brief discussion, it was the consensus of the Committee that the next meeting be held on December 12, 2018 at 10:00 a.m.

ITEM 8.) COMMITTEE MEMBER COMMENTS

In light of recent cybersecurity incident at a local veterinary clinic, the Committee discussed the next to verify the validity of rabies tags directly with the veterinary clinics. Ms. Saunders suggested that the Committee consider recommending Cindy Marcum Moore as the shelter's on-call veterinarian, which Ms. Saunders believes will streamline shelter operations. Finally, the Committee discussed the Bayou Animal Services budget, with the consensus of members present believing that the \$5,000 per year currently budgeted for animal medical expenses is far too little for the shelter's needs.

ITEM 9.) ADJOURN

Committee Chair Saunders made a motion to adjourn the meeting at 10:32 a.m. and Committee Member Downs seconded the motion.

VOTE:

4 AYES (Davila, Downs, Moore, Saunders)

0 NAYS

MOTION PASSED

PASSED, APPROVED AND ADOPTED this the 18th day of April, 2019.

Sarah Saunders, Chair

ATTEST:

Alun W. Thomas, City Secretary

**Dickinson Animal Advisory Committee
Agenda Item Data Sheet**

MEETING DATE April 18, 2019

TOPIC:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Changing of Veterinary Partners.
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BACKGROUND:	This item is for the discussion of the use of lower-cost veterinary partners.
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RECOMMENDATION:	N/A
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ATTACHMENTS:	• None.
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FUNDING ISSUES	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.# - -
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SUBMITTING STAFF MEMBER	CHAIR APPROVAL
Sarah Saunders, Shelter Manager	Sarah Saunders

ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd	

ADJOURN

TIME: _____

MOTION: _____

SECOND: _____

VOTE _____