

**December 7, 2017**  
**Animal Advisory Committee**  
**Regular Meeting**  
**2:00 p.m.**



Melvin Trover, Chair  
Cindy Marcum Moore, MS, DVM  
Michael Franklin

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

George Jones  
Stephanie Russell  
Pam Wood

**December 7, 2017**

**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, DECEMBER 7, 2017**, at **2:00 PM** at: 4403 Highway 3, Dickinson, Texas 77539 in Conference Room 2 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 November 7, 2017.

**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.

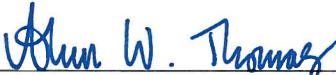
**ITEM 6.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Schedule Next Animal Advisory Meeting.

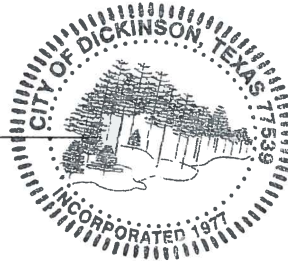
**ITEM 7.) COMMITTEE MEMBER COMMENTS**

**ITEM 8.) ADJOURN**

## CERTIFICATION

This is to certify that a copy of the Notice of the Animal Advisory Committee Regular Meeting for **THURSDAY, December 7, 2017**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 4th day of December 2017, prior to 2:00 p.m.

  
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 December 7, 2017  
Regular Meeting**

<b><u>COMMITTEE MEMBER</u></b>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
CHAIR, MELVIN TROVER	_____	_____
CINDY MARCUM MOORE, MS, DVM	_____	_____
MICHAEL FRANKLIN	_____	_____
GEORGE JONES	_____	_____
STEPHANIE RUSSELL	_____	_____
PAM WOOD	_____	_____



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

**MEETING DATE**            December 7, 2017


<b>TOPIC:</b>	<b>BRIEFING AND DISCUSSION REGARDING:</b> A. Shelter Manager Update. B. Upcoming Bayou Animal Services Events C. Status of New Shelter
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<b>BACKGROUND:</b>	The purpose of this item is to update the Committee on the Animal Shelter statistics and upcoming events.  A. Shelter Manager Update: ▪ Shelter Statistics for 2017 ▪ Staffing Level  B. Upcoming Events ▪ Pawsibilities Adoption Event Dec. 9 <sup>th</sup> 9am-1pm, 10611 FM 1764 Santa Fe TX 77510 ▪ Dickinson Parade Dec. 14 <sup>th</sup> will be set up in City Hall  C. Status of New Shelter ▪ Give an update on new shelter.
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<b>RECOMMENDATION:</b>	N/A
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Bayou Animal Services 2017 Shelter Statistics Updated Through November 30, 2017</li> </ul>
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<b>FUNDING ISSUES</b>	<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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<b>SUBMITTING STAFF MEMBER</b>	<b>CHAIR APPROVAL</b>
Melvin Trover, Shelter Manager	

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



**Bayou Animal Services**  
**2017 Animal Control Statistics**  
**Updated Through: November 2017**

2017 Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	To Date 2017	2016 Totals
<b>Calls for Service Calls</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	4	2	3	0	1	6	8	5	2	2	1		34	18
Dickinson	53	71	55	88	76	77	72	131	29	62	69		783	725
Santa Fe	48	51	45	42	48	42	44	39	17	55	44		475	525
<b>Total Calls for Service</b>	<b>105</b>	<b>124</b>	<b>103</b>	<b>130</b>	<b>125</b>	<b>125</b>	<b>124</b>	<b>175</b>	<b>48</b>	<b>119</b>	<b>114</b>	<b>0</b>	<b>1292</b>	<b>1268</b>
<b>Self Initated Calls</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	3	3	4	4	5	6	8	5	3	4	4		49	15
Dickinson	25	27	21	29	29	22	32	81	18	22	22		328	209
Santa Fe	21	29	23	24	21	28	21	18	7	19	8		209	154
<b>Total Self Initated Calls</b>	<b>49</b>	<b>59</b>	<b>48</b>	<b>57</b>	<b>55</b>	<b>56</b>	<b>61</b>	<b>104</b>	<b>28</b>	<b>45</b>	<b>34</b>	<b>0</b>	<b>586</b>	<b>378</b>
<b>Seizures</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	0	0	0	0	0	0		0	0
Dickinson	0	0	0	0	0	0	0	0	0	0	1		1	1
Santa Fe	0	0	0	0	0	0	0	0	0	0	0		0	1
<b>Total Seizures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>
<b>Animal Bites</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	0	0	1	0	0	0		1	0
Dickinson	0	2	0	6	2	3	1	1	1	1	1		18	20
Santa Fe	0	1	0	3	4	3	1	2	0	0	0		14	14
<b>Total Animal Bites</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>9</b>	<b>6</b>	<b>6</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>33</b>	<b>34</b>
<b>Notice of Violations</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	0	0	0	0	0	0		0	0
Dickinson	0	0	1	1	1	1	0	0	0	2	1		7	3
Santa Fe	2	1	0	0	0	0	1	1	0	1	2		8	7
<b>Total Reclaimed Pets</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>15</b>	<b>10</b>
<b>Warnings</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	1	1	0	0	0	0	0	0	0	0	0		2	0
Dickinson	12	18	6	14	14	15	16	5	8	19	20		147	132
Santa Fe	9	12	10	13	10	10	6	9	5	10	8		102	106
<b>Total Warnings</b>	<b>22</b>	<b>31</b>	<b>16</b>	<b>27</b>	<b>24</b>	<b>25</b>	<b>22</b>	<b>14</b>	<b>13</b>	<b>29</b>	<b>28</b>	<b>0</b>	<b>251</b>	<b>238</b>

<b>Follow Ups</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	1	1	1	0	1	3	0	2	0	1	0		10	0
Dickinson	10	11	10	22	10	13	10	15	21	10	5		137	165
Santa Fe	13	8	7	13	3	12	11	9	3	7	4		90	147
<b>Total Follow Ups</b>	<b>24</b>	<b>20</b>	<b>18</b>	<b>35</b>	<b>14</b>	<b>28</b>	<b>21</b>	<b>26</b>	<b>24</b>	<b>18</b>	<b>9</b>	<b>0</b>	<b>237</b>	<b>312</b>

<b>Dogs Impounded</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	1	1	0	0	3	0	1	0	0	0		6	2
Dickinson	11	15	17	14	25	15	14	7	14	7	20		159	138
Santa Fe	10	4	9	7	2	6	15	7	6	9	12		87	85
<b>Total Dogs Impounds</b>	<b>21</b>	<b>20</b>	<b>27</b>	<b>21</b>	<b>27</b>	<b>24</b>	<b>29</b>	<b>15</b>	<b>20</b>	<b>16</b>	<b>32</b>	<b>0</b>	<b>252</b>	<b>225</b>

<b>Cats Impounded</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	2	0	0	0	0	0		2	4
Dickinson	6	17	16	5	7	4	7	6	4	4	10		86	82
Santa Fe	4	10	5	3	13	14	4	9	0	15	24		101	81
<b>Total Cats Impounds</b>	<b>10</b>	<b>27</b>	<b>21</b>	<b>8</b>	<b>20</b>	<b>20</b>	<b>11</b>	<b>15</b>	<b>4</b>	<b>19</b>	<b>34</b>	<b>0</b>	<b>189</b>	<b>167</b>

<b>Wildlife Picked Up</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	2	7	2	1	0	0		12	3
Dickinson	6	5	8	19	15	11	17	4	2	6	15		108	86
Santa Fe	7	6	8	7	5	4	3	3	1	7	3		54	53
<b>Overall Total Outake</b>	<b>13</b>	<b>11</b>	<b>16</b>	<b>26</b>	<b>20</b>	<b>17</b>	<b>27</b>	<b>9</b>	<b>4</b>	<b>13</b>	<b>18</b>	<b>0</b>	<b>174</b>	<b>142</b>

<b>Deceased Animals Pick Up</b>													<b>To Date 2017</b>	<b>2016</b>
Clear Lake Shores	0	0	0	0	0	1	0	1	1	0	0		3	2
Dickinson	9	5	3	9	12	5	10	13	2	6	11		85	69
Santa Fe	5	2	2	3	5	2	3	2	2	4	3		33	54
<b>Total Deceased Animals</b>	<b>14</b>	<b>7</b>	<b>5</b>	<b>12</b>	<b>17</b>	<b>8</b>	<b>13</b>	<b>16</b>	<b>5</b>	<b>10</b>	<b>14</b>	<b>0</b>	<b>121</b>	<b>125</b>

<b>Euthanized Injured</b>													<b>To Date 2017</b>	<b>2016</b>
	<b>A.C. Calls Only</b>													
Clear Lake Shores	0	0	1	0	0	0	0	0	0	0	0		1	4
Dickinson	0	1	2	2	2	3	2	0	1	0	2		18	13
Santa Fe	0	1	2	2	0	1	0	0	0	7	8		21	6
<b>Total Euthanized Injured</b>	<b>0</b>	<b>2</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>10</b>	<b>0</b>	<b>40</b>	<b>23</b>



**Bayou Animal Services**  
**2017 Shelter Statistics**  
 Updated Through: November. 30, 2017

2017 Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	To Date 2017	2016
<b>Population as of</b>	<b>1/1/17</b>	<b>2/1/17</b>	<b>3/1/17</b>	<b>4/1/17</b>	<b>5/1/17</b>	<b>6/1/17</b>	<b>7/1/17</b>	<b>8/1/17</b>	<b>9/1/17</b>	<b>10/1/17</b>	<b>11/1/17</b>	<b>12/1/17</b>	<b>Pop 1/1/17</b>	<b>Pop 1/1/16</b>
Cats	30	27	24	28	34	70	65	38	59	11	30		30	42
Dogs	12	31	21	27	40	34	34	27	205	24	16		12	26
Other	0	0	0	0	0	0	0	0	2	2	0		0	0
<b>Starting Population</b>	<b>42</b>	<b>58</b>	<b>45</b>	<b>55</b>	<b>74</b>	<b>104</b>	<b>99</b>	<b>65</b>	<b>266</b>	<b>37</b>	<b>46</b>	<b>0</b>	<b>42</b>	<b>68</b>
<b>Impoundments</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	39	42	36	35	68	49	52	142	41	57	57		618	534
Dogs	67	52	70	61	56	52	67	293	59	53	67		897	614
Other	0	2	0	0	1	3	0	12	0	0	0		18	11
<b>Total Impoundments</b>	<b>106</b>	<b>96</b>	<b>106</b>	<b>96</b>	<b>125</b>	<b>104</b>	<b>119</b>	<b>447</b>	<b>100</b>	<b>110</b>	<b>124</b>	<b>0</b>	<b>1533</b>	<b>1159</b>
<b>Adoptions</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	25	15	25	17	18	35	59	30	3	21	32		248	339
Dogs	17	23	35	23	26	27	37	31	13	17	23		272	368
Other	0	0	0	0	1	3	0	0	0	2	0		6	4
<b>Total Adoptions</b>	<b>42</b>	<b>38</b>	<b>60</b>	<b>40</b>	<b>45</b>	<b>65</b>	<b>96</b>	<b>61</b>	<b>16</b>	<b>40</b>	<b>55</b>	<b>0</b>	<b>526</b>	<b>711</b>
<b>Fosters</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	0	0	0	2	2	0	9	0	0	0	7		20	20
Dogs	0	0	0	0	1	2	2	0	0	0	1		6	42
Other	0	0	0	0	0	0	0	0	0	0	0		0	0
<b>Total Fosters</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>26</b>	<b>62</b>
<b>Reclaimed Pets</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	0	1	1	2	0	1	0	32	48	2	1		89	6
Dogs	23	19	13	18	14	17	25	50	130	27	32		368	89
Other	0	0	0	0	0	0	0	10	0	0	0		10	4
<b>Total Reclaimed Pets</b>	<b>23</b>	<b>20</b>	<b>14</b>	<b>20</b>	<b>14</b>	<b>18</b>	<b>25</b>	<b>92</b>	<b>178</b>	<b>29</b>	<b>33</b>	<b>0</b>	<b>467</b>	<b>99</b>
<b>Pets Transferred Out</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	16	28	5	6	6	8	5	51	36	15	12		188	72
Dogs	8	18	15	7	20	5	9	33	97	17	3		232	94
Other	0	2	0	0	0	0	0	0	0	0	0		2	3
<b>Total Transfers</b>	<b>24</b>	<b>48</b>	<b>20</b>	<b>13</b>	<b>26</b>	<b>13</b>	<b>14</b>	<b>84</b>	<b>133</b>	<b>32</b>	<b>15</b>	<b>0</b>	<b>422</b>	<b>169</b>



**Bayou Animal Services**  
**2017 Shelter Statistics**  
 Updated Through: November. 30, 2017

2017 Month	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	To Date 2017	2016
<b>Escaped Animals</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	0	0	0	0	0	0	0	0	0	0	0		0	9
Dogs	0	0	0	0	0	0	0	0	0	0	1		1	1
Other	0	0	0	0	0	0	0	0	0	0	0		0	0
<b>Total Escaped</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>10</b>
<b>Animals Died in Care</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	0	0	0	1	2	6	5	4	2	0	3		23	52
Dogs	0	0	0	0	1	0	0	0	0	0	0		1	7
Other	0	0	0	0	0	0	0	0	0	0	0		0	0
<b>Total Losses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>24</b>	<b>59</b>
<b>Animals Euthanized</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	1	1	1	1	4	4	1	4	0	0	0		17	48
Dogs	0	2	1	0	0	1	1	1	0	0	1		7	27
Other	0	0	0	0	0	0	0	0	0	0	0		0	0
<b>Total Euthanized</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>24</b>	<b>75</b>
<b>Total Outake</b>													<b>To Date 2017</b>	<b>2016</b>
Cats	42	45	32	29	32	54	79	121	89	38	55		616	546
Dogs	48	62	64	48	62	52	74	115	240	61	61		887	628
Other	0	2	0	0	1	3	0	10	0	2	0		15	11
<b>Overall Total Outake</b>	<b>90</b>	<b>109</b>	<b>96</b>	<b>77</b>	<b>95</b>	<b>109</b>	<b>153</b>	<b>246</b>	<b>329</b>	<b>101</b>	<b>116</b>	<b>0</b>	<b>1518</b>	<b>1185</b>
<b>Population as of</b>													<b>10/31/16</b>	<b>2016 Variance</b>
Cats	27	24	28	34	70	65	38	59	11	30	32		41	-9
Dogs	31	21	27	40	34	34	27	205	24	16	22		22	0
Other	0	0	0	0	0	0	0	2	2	0	0		0	0
<b>Ending Population</b>	<b>58</b>	<b>45</b>	<b>55</b>	<b>74</b>	<b>104</b>	<b>99</b>	<b>65</b>	<b>266</b>	<b>37</b>	<b>46</b>	<b>54</b>	<b>0</b>	<b>63</b>	<b>-9</b>

Melvin Trover, Chair  
Cindy Marcum Moore, MS, DVM  
Michael Franklin

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

George Jones  
Stephanie Russell  
Pam Wood

**November 9, 2017**

The Animal Advisory Committee of the City of Dickinson met in a duly called and announced **REGULAR MEETING** on **THURSDAY, NOVEMBER 9, 2017**, at **2:00 p.m.** The meeting was held in Conference Room 2 of the City 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**

Committee Chair Melvin Trover called the meeting to order at 2:10 p.m. Chair Melvin Trover called roll and certified a quorum. Committee Members present were as follows: Chair Melvin Trover, Committee Member Cindy Marcum Moore, Committee Member Michael Franklin, Committee Member Stephanie Russell, and Committee Member Pam Wood. Committee Member George Jones was 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.**

No public comments.

**ITEM 3.) BRIEFING AND DISCUSSION REGARDING:**

A. Shelter Manager Update

Mr. Trover explained that the included statistics, noting that the statistics were higher because of Hurricane Harvey. He further explained that the shelter was at 97% live release and said that he was very happy with that number.

Mr. Trover spoke about staffing levels and changes. Kennel Tech Samantha had resigned, and her replacement is Coleen, a certified veterinary technician. Animal Control Officer Nadine Perez has also informed staff of her resignation effective November 11, 2017. Bayou Animal Services (BAS) no longer has anyone from the Workforce Solutions program working at the facility, and will likely not be getting any more. To help bridge the gap, BAS is now getting goal-oriented volunteers that focus on other things to help in

the shelter. Community service personnel are reporting for assignments, but their schedules are variables, so they cannot make up all of the shortfall.

Mr. Trover also briefed the Committee about BAS' donations and grants. He stated that the shelter had been awarded a grant of \$500,000 from the Petco Foundation in order to help build a new shelter. He explained that there were a few requirements in getting this grant, including better living arrangements for the cats and dogs, and other specifications that will improve the shelter's overall functionality. PetSmart also granted BAS \$25,000 to help with Harvey relief and to go to spay and neuter animals.

#### B. Upcoming Bayou Animal Services Events

Mr. Trover explained BAS currently only has one event planned – at Three Acers Food Truck Park, for free microchipping. Committee Member Michel Franklin asked if the shelter was fully staffed, and Mr. Trover replied that BAS was waiting on the paperwork to go through for the New Animal Control Officer. He also stated that Stephanie Russell with the City of Dickinson was working on that paperwork.

**ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Minutes of the Regular Animal Advisory Committee Meeting November 9, 2017.

Committee Member Pam Wood made a motion to approve the minutes and Committee Member Michael Franklin seconded the motion.

**VOTE:**

5 AYES (Trover, Moore, Franklin, Russell, Wood)

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.

Committee Chair Melvin Trover described there are no new changes but informed the committee that there could be changes in the future.

**ITEM 6.) BRIEFING AND DISCUSSION CONCERNING:** Upcoming Revisions to Floor Plan For New Facility For Bayou Animal Services Corporation.

Committee Member Stephanie Russell Explained at this time there are no new changes. Chair Melvin Trover explained that the shelter plans had not been confirmed before the hurricane. At that time the plan was to have the shelter around 5000 Square feet, 50x60 feet for 40 kennels and 50x60 feet for office space and the cat area. Since BAS received the Petco Grant, the

President of the Bayou Animal Services Corporation Board would like to expand the building by 10 feet in width and 30 feet in length. Mr Trover explained that BAS Corporation President Walter Wilson will start working on the new blueprints, which should be completed by the January 22, 2018 BAS meeting.

Committee Member Michael Franklin asked about the new development area south of 517, and if BAS covered that area. Me. Trover stated that was Texas City's jurisdiction.

Committee Member Cindy Marcum Moore Asked if BAS covered Bayou Vista, and Mr. Trover said that he had heard that they wanted to join BAS but that Bayou Vista has yet to contract with BAS.

Committee Member Mike Franklin asked if the shelter is getting better animal control stats in order to be able to give them to rescues to secure grants. Mr. Trover stated that the software that the shelter is currently using is being better utilized since Hurricane Harvey, and that BAS should be able to start giving better animal control statistics and shelter statistics within the next couple of months.

**ITEM 7.) COMMITTEE MEMBER COMMENTS:**

Chair Melvin Trover took this time to thank Committee Member Stephanie Russell for taking care of the minutes for the past meeting.

**ITEM 8.) ADJOURN**

Committee Member Stephanie Russell made a motion to adjourn the meeting at 2:34 p.m. and Committee Member Cindy Moore seconded the motion.

**VOTE:**

5 AYES (Trover, Moore, Russell, Wood, Franklin)

0 NAYS

**MOTION PASSED**

**PASSED, APPROVED AND ADOPTED** this the 9th day of November, 2017.

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Melvin Trover, Chair

**ATTEST:**

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Alun W. Thomas, City Secretary

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

**MEETING DATE**      December 7, 2017

<b>TOPIC:</b>	<b>BRIEFING AND DISCUSSION CONCERNING:</b> Current Provisions of Chapter 823 of the Texas Health & Safety Code specific to Standards for Animal Shelters with regards to Bayou Animal Services .
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<b>BACKGROUND:</b>	<p>Per the Texas Health and Safety Code, the objective of this advisory committee is to assist in complying with the requirements of the Code under Chapter 823, Standards For Animal Shelters:</p> <p>(a) Each animal shelter operated in this state shall comply with the standards for:</p> <p style="padding-left: 40px;">(1) housing and sanitation as provided in Chapter 826 for quarantine and impoundment facilities; and</p> <p style="padding-left: 40px;">(2) animal control officer training adopted under Chapter 829.</p> <p>(b) An animal shelter shall separate animals in its custody at all times by species, by sex (if known), and if the animals are not related to one another, by size.</p> <p>(c) An animal shelter may not confine healthy animals with sick, injured, or diseased animals.</p> <p>(d) Each person who operates an animal shelter shall employ a veterinarian at least once a year to inspect the shelter to determine whether it complies with the requirements of this chapter and Chapter 829. The veterinarian shall file copies of the veterinarian's report with the person operating the shelter and with the department on forms prescribed by the department.</p> <p>(e) The executive commissioner of the Health and Human Services Commission may require each person operating an animal shelter to keep records of the date and disposition of animals in its custody, to maintain the records on the business premises of the animal shelter, and to make the records available for inspection at reasonable times.</p>
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<b>RECOMMENDATION:</b>	N/A
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<b>ATTACHMENTS:</b>	• N/A
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<b>FUNDING ISSUES</b>	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

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

<input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.#            -            -
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<b>SUBMITTING STAFF MEMBER</b>  Stephanie Russell, Assistant City Administrator	<b>CHAIR APPROVAL</b>  
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

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

**MEETING DATE:** December 7, 2017

**TOPIC:** **CONSIDERATION AND POSSIBLE ACTION CONCERNING:**  
Schedule next Animal Advisory Meetings.


**BACKGROUND:** This agenda item will allow the Committee to schedule its next meetings.

**RECOMMENDATION:** N/A

**ATTACHMENTS:** • N/A

**FUNDING ISSUES:**  Not applicable – no dollars are being spent or received.  
 Full amount already budgeted in Acct/Project# \_\_\_\_\_  
 Not budgeted.

**FINANCE VERIFICATION OF FUNDING:**  
*Stephanie Russell*

<p><b>SUBMITTING STAFF MEMBER:</b>  Stephanie Russell, Assistant City Administrator</p>	<p><b>CHAIR APPROVAL</b>  </p>
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<b>ACTIONS TAKEN</b>		
<p><b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p><b>READINGS PASSED</b> <input type="checkbox"/> 1<sup>st</sup> <input type="checkbox"/> 2<sup>nd</sup> <input type="checkbox"/> 3<sup>rd</sup></p>	<p><b>OTHER</b></p>



# ADJOURN

TIME: \_\_\_\_\_

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

VOTE \_\_\_\_\_