



**Animal Shelter Advisory Committee**

**July 10, 2013**

**Minutes**

1. A meeting of the Animal Shelter Advisory Committee was held at the Conference Room at the Animal Services Shelter and was called to order at 6:08 p.m. by Dr. Roger Freund, Chairperson.

<b>Board Member A.S.A.C.</b>	<b>Present</b>	<b>Absent</b>
Dr. Roger Freund	X	
Patricia Gonzalez	X	
Betty Hoover	X	
Linda Krasowski	X	
Rep. Ann Morgan-Lilly	X	
Robert Melson	X	
Janice Nutt	X	
Julie Rutledge	X	
Eddie Sandoval		X
Regina Wagner	X	

Environmental Services Staff present: Kurt Fenstermacher, Larry Brunt, and Sandra Pellegrini.

Public Present: Dr. Paramesh Kurapati, Barbara Valencia, Loretta Hyde, Marcia Margherio, Pedro Araujo, Mike Peoples, Barbara Candelaria, Connie Jimenez.

2. Discussion and action on the approval ASAC June 12, 2013 minutes.

Committee members were asked if there were any questions or revisions, Regina Wagner requested item 3a to be changed to reflect that the time for Sun City's PSAs is of 10 and 30 seconds instead of 30 and 60 seconds. Ms. Wagner

**Mayor**  
Oscar Leeser

**City Council**

*District 1*  
Ann Morgan Lilly

*District 2*  
Larry Romero

*District 3*  
Emma Acosta

*District 4*  
Carl L. Robinson

*District 5*  
Dr. Michiel R. Noe

*District 6*  
Eddie Holguin Jr.

*District 7*  
Lily Limón

*District 8*  
Cortney C. Niland

**City Manager**  
Joyce A. Wilson

requested a second correction on item 3a to read that young TNR cats: "...will not go through the TNR, but will be socialized and put out for adoption."

**Motion made by Ann Morgan-Lilly and seconded by Regina Wagner to accept the July 10, 2013 minutes with corrections.**

**Ayes:** Roger Freund, Betty Hoover, Linda Krasowski, Ann Morgan-Lilly, Robert Melson, Janice Nutt, Julie Rutledge, Regina Wagner.

**Nays:** None.

3. Discussion and action on Sub-committees' reports:

- a. Free Roaming Cats Regina Wagner provided Sun City Cats status report in advance and reviewed some portions of the report for the committee. Ms. Wagner advised that more volunteers are needed to continue with the group's efforts and community relations are going well. Ms. Wagner mentioned the development of a census sheet, a trap-loan agreement, spay and neuter re-lease form, foster agreement, adoption agreement, consent and release of liability agreement, implementation of stringent interview process, and the addition of a disclaimer to tracking sheets. Sun City cats website and Facebook pages are updated on regular basis. Ms. Wagner advised that the TNR legislative proposal will be shared with the local government. Sun City Cats continue to interact with different organizations across the country. Pictures of relocation cages were showed to the present. Dr. Freund requested more information on what is involved on National Feral Cat Day. Ms. Wagner provided a summary of activities and advised which organizations and individuals are involved.

**Motion: No action taken.**

- b. Public Education, Outreach, and Responsible Pet Ownership Chairperson Patricia Gonzalez advised she did not have a report and requested information on PSAs. Robert Melson advised of the current times when PSAs are showed. Kurt Fenstermacher advised that Channels 7, 4, and 14,

were showing the PSAs after hours during the week and at different times during the day on weekends.

**Motion: no action taken.**

- c. Pet Foster Program chairperson Janice Nutt advised she did not see the need for the committee or a liaison and gave recognition to the Animal Services Foster Program. Larry Brunt advised on the status of grant-funded TNR program and advised that it has been almost completed.

**Motion made by Janice Nutt and seconded by Robert Melson to dissolve the Pet Foster Program sub-committee.**

**Ayes:** Roger Freund, Patricia Gonzalez, Betty Hoover, Linda Krasowski, Ann Morgan-Lilly, Robert Melson, Janice Nutt, Julie Rutledge.

**Nays:** Regina Wagner.

4. Discussion on proposal to create a Pet Responsibility Program and City Ordinance to prohibit the transportation of pets on open areas of vehicles (20 min)

Barbara Valencia (member of the public), advised that Mr. Moreno would not be attending this meeting since he had engaged in a previous commitment and also because he did not received any questions regarding his proposal from the committee members. Linda Krasowski suggested a feasibility study about the benefits of the proposed programs to be conducted by ASAC and not by an outside source. Ms. Krasowski advised that ASAC should consider all pros and cons of the program before approving its implementation. Dr. Roger Freund advised that he did not agree with the Pet Responsibility Program proposal and that it seemed to be a waste of time and effort. Dr. Freund advised that the open vehicle ordinance proposal needed prompt attention and that is important to be addressed. Regina Wagner advised that pet owner's financial situation should be taken into consideration. Linda Krasowski requested a motion and voting to take

place, but it was clarified that the item was included on the agenda only for discussion. It was agreed that the item would be postponed for the next meeting. Regina Wagner requested further information on some of the details included on this plan and questioned how feasible would be to enforce open vehicle violations. Dr. Roger Freund mentioned this should be considered an item to add to Title 7 in the future. This item will be added to the next month's agenda to be discussed, and it was requested to be added as a Discussion and Action item.

**Motion: no action taken.**

5. Discussion on Rescue Organizations pulling Animals from the Animal Services Shelter. Regina Wagner requested this item to be postponed to next meeting since back up documents and information was not available at the time of this meeting.

**Motion made by Ann Morgan-Lilly and seconded by Betty Hoover to postpone this agenda item to next month's meeting.**

**Ayes:** Roger Freund, Patricia Gonzalez, Betty Hoover, Linda Krasowski, Ann Morgan-Lilly, Robert Melson, Janice Nutt, Julie Rutledge, Regina Wagner.

**Nays:** None.

6. Discussion on Animal Shelters and their Requirements under Chapter 823 of the Texas Health and Safety Code. Julie Rutledge clarified that she only gathered the information on area shelters. Regina Wagner requested a list of the organizations Ms. Rutledge contacted to mail information on requirements they must comply with, since she thinks that it is the responsibility of ASAC to provide the information and educate them on that matter. Dr. Roger Freund requested for Julie Rutledge to provide a list and mail the information to the Shelters on what is required from them to comply with under Chapter 823 of the Texas Health and Safety Code. Robert Melson advised that it was requested for area shelters to provide a status report on inspections conducted at their facilities this year to Animal Services in order to provide that information to City Council. It was mentioned that the Humane Society had been the only one who had provided the

report; Regina Wagner advised she would submit an open records request to obtain that information.

**No Motion made.**

7. Discussion on Proposal for a Report on Monthly Spay and Neuter Data from City Clinics. Linda Krasowski advised it would be useful to obtain that information from clinics. Dr. Roger Freund responded that he would submit a request to local veterinarians to share that information even though they are not required to report it. It would be requested for the reports to include spay/neuter, gender, and other helpful data.

**Motion: no action taken.**

8. Discussion on Animal Services statistics

Betty Hoover had questions regarding the period of time covered on the reports. Julie Rutledge advised that the number of adoptions and transfers did not seem to cover the same period of time and advised that a six-month period format would be more useful. Committee members made comments on the numbers provided for live release rates, euthanasias and impoundment numbers, all of which seemed to be going down. Kurt Fenstermacher offered to correct the report and send it to all ASAC members. Dr. Roger Freund requested year-to-date reports instead of current month to month reports, and the use of a line graph.

**Motion: no action taken.**

9. Call to Public

Loretta Hyde to request Animal Services to keep record of which entity or clinic microchipped animals to facilitate tracking of pet owners. Procedures followed to find registered owners were questioned. Ms. Hyde also questioned Animal Services' protocol on holding periods for animals involved on cruelty cases. Regina Wagner asked the reason why Animal Rescue League has not been pulling any animals from Animal Services, and she responded that her facility has no

space at the time and they have remained at full capacity trying to prevent animals from coming into the city shelter. The current \$5.00 fee paid by rescue partners was discussed, and the requirements were clarified. Barbara Candelaria asked how long animals seized from cruelty investigations are kept at the Shelter and what the outcome is, Kurt Fenstermacher advised that each case is handled individually and that it all depends on the status and health of the animal. Patricia Gonzalez brought up the liability issue on those cases and the efforts made to protect the City as well as foster groups. Barbara Valencia spoke about violations perpetrated by the Animal

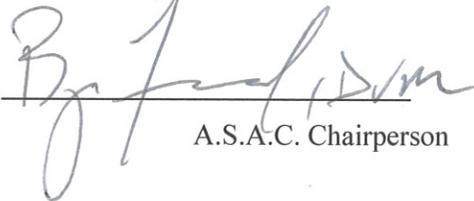
Services to State Code in the last two weeks of June and first week of July. Dr. Roger Freund questioned if someone was notified; he advised that all issues should be reported immediately. Julie Rutledge requested information on hierarchy for public to report issues to personnel at the Shelter. Recommended to record the name, time, date, and place of each and all conversations.

**Motion: no action taken.**

10. Not having any more items of discussion the meeting was adjourned at 7:38 p.m.

**Prepared by:** Sandra Pellegrini, Animal Services

**Approved by:**

  
A.S.A.C. Chairperson