



Mayor
Oscar Leeser

City Council

District 1
Peter Svarzbein

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Claudia Ordaz

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Tommy Gonzalez

Animal Shelter Advisory Committee

Minutes
December 9, 2015

1. A meeting of the Animal Shelter Advisory Committee was held at City Hall Council Chambers and was called to order at 6:00 p.m. by Bob Melson-Chairperson.

Board Member A.S.A.C.	Present	Absent
Peggy Edman	x	
Dr. Guy Johnsen	x	
Cecilia Carpio		x
Betty Hoover		x
Catherine Fagan	x	
Marcia Margherio	x	
Robert Melson	x	
Rep. Dr. Michiel Noe	x	
Regina Wagner	x	
Barbara Candelaria	x	
Bobby Brannon	x	

Environmental Services staff present: Dr. Marilyn Christensen, Maribel Karisch

City Manager’s Office: Kurt Fenstermacher

Public present: List of attendees available upon request.

2. Discussion and action on the approval of ASAC November 11, 2015 minutes.

Committee members were asked if there were any questions or revisions.

Motion made by Peggy Edman and seconded by Bobby Brannon to accept the November 11, 2015 minutes.

Ayes: Peggy Edman, Dr. Guy Johnsen, Catherine Fagan, Robert Melson, Dr. Michiel Noe, Barbara Candelaria, Marcia Margherio, Bobby Brannon, Regina Wagner



Nays: None

3. Call to Public

- a. Public member Ken Margherio inquired about why the call to public was placed at the start of the meetings. Dr. Johnsen explained that ASAC had decided to place the call to public at the beginning of the meeting to give the public the opportunity to voice their concerns in case they don't necessarily want to stay for the whole meeting.

4. Reports of Special Committees (Select and Ad Hoc)

a. Free Roaming Cats

Regina Wagner explained to the new committee members what Trap Neuter Return means: the cats are humanely trapped, taken to participating vets where they are spayed and neutered, vaccinated for rabies, their right ear is clipped, microchip recommended and then returned to their original outdoor home after a holding period. TNR helps in decreasing nuisance calls and Sun City Cats wants for ASAC to be aware of the amount of cats being saved by the program.

She also mentioned that some of the local rescue groups have agreed to take in some of the friendly cats and kittens caught in the TNR crossfire. Sun City Cats continues to work with Animal Services in hopes of scheduling monthly mass TNR events. Regina also mentioned that the need for TNR is great. The public is in need of the help, but they don't know where to go.

Sun City Cats has also added a link on their Facebook and website on how to care for cats during the winter months. The link includes ideas for shelters, keeping water from freezing and much more.

Regina Wagner expressed that there has been a decreased of cat calls on an area where volunteers explained TNR and /or offered deterrents. This was all possible due to the great communication between Sun City Cats and Animal Services' staff member Karen Burden who handles TNR.

Sun City Cats continues to need volunteers and asked ASAC to help in distributing the flyers she provided. Regina Wagner expressed that TNR volunteers and advocates are anxiously waiting for legislation and formal support from the city to continue in the efforts of TNR.

Dr. Noe inquired about whether cat owners find their pets at the shelter and due to the small percentage that get returned to their owners; he suggested that the city abandon picking up cats. Dr. Johnsen commented that the public would likely not approve due to the continuing nuisance issues. Community education about our goals and purposes is crucial to move towards 100% TNR. This new program will also need to be approved and legalized.



b. Public Education, Outreach, and Responsible Ownership

Barbara Candelaria gave out copies of the Christmas pet safety fliers to Dr. Johnsen and Regina Wagner. Fliers were also sent to Betty Hoover to present them on the noon showing of KVIA news. Barbara mentioned that she would find out whether Sarge on The Fox radio station could promote activities from Animal Services.

Dr. Noe claimed that Clear Channel agreed to providing free digital advertisement for outreach and education. He asks that any individual that sees opportunity for advertising to let him know and he will take care of reaching out to the advertiser.

5. Unfinished Business and General Order

a. Animal Services Monthly Operations Report

Kurt noted that Target Zero submitted a report regarding shelter operation improvements. Animal Services has been announced as a 'fellow' with their organization. This is a three-year commitment with their mentorship to improve our organization as they recommend.

Shelter software has been selected for use at Animal Services—Pet Point. The software is estimated to be implemented at the end of January. Four to six weeks of lead time is required, as stated by the company. February 1st is the target date for going live with the software.

Kurt showed three videos. The first regarded the low-cost animal clinic having taken place in late November 2015 and customer experiences. For a cost of \$24, a microchip, a license, and vaccinations were provided. DHLPP vaccine was included at that price. The second video consisted of a story about the reunification of a pug with its family, after being lost for seven years. The pug arrived at the shelter, and with the help of the microchip information, it was successfully reunited with its owners. The final video consisted of public outreach events that allow them to present opinions about operations, and delivered messages regarding goals of animal services and encouraging adoptions.

Kurt mentioned that the videos are to advocate the effectiveness of the outreach programs and the Animal Services Department. Robert Resendes is looking to broadcast these videos through TV and radio stations. Kurt mentioned that Animal Services is also looking for a weekly adoption segment included in those broadcasts.



b. Animal Services Statistics Report

The statistics report is available in agenda packets. Kurt documented a 'rolling 13-month trending analysis' and noted that within the past three years, Animal Services has achieved the lowest euthanasia and live release rates for the month of November, 33% and 42% respectively.

6. New Business

a. Presentation to clarify term limits for members on the Animal Shelter Advisory Committee

Dr. Michiel Noe explained that any committee member who was appointed to serve on the Animal Advisory Committee after the other committee was dissolved, has restarted a new term and could serve two 4-year terms.

b. Discussion and action to clarify when a committee member is ethically required to abstain from a vote

Dr. Michiel Noe also explained that the committee is for all shelters in the county and the committee will be advising city council. The city also has a local agreement with the county, and the county pursuant to this agreement adopted the committee as its advisory committee and if there is a conflict of interest, one must abstain from voting.

c. Discussion and action on future strategic planning meeting for ASAC

Dr. Johnsen explained that having a strategic planning meeting would be a great idea. The committee could have a specific 1- to 3-year plan toward their endeavor concerning animal welfare. In preparing for a future strategic planning meeting, Catherine Fagan suggested for ASAC members to e-mail dates of availability to Maribel Karisch. Kurt Fenstermacher will reach out to the chief officer to aid with the process.

d. Discussion and action on Shelters Inspections process under the direction of ASAC

Dr. Johnsen inquired about what direction is ASAC taken since the shelter inspections are under ASAC and mandated by law to inspect the different shelters within the county and city. Regina Wagner explained that under Chapter 823, any person who operates a shelter should employ a vet to perform an inspection once a year. The vet will then file copies with the shelter operator. The shelter operator will then file the copies with Dr. Walthrop from the Health and Safety of El Paso. ASAC decided in August 2013 to make sure shelters were compliant using the Z3 form. Regina Wagner also mentioned that last year ASAC decided to follow up every February on which shelters still needed inspections and to place it as an agenda item. As part of the ASAC duty to guide shelters, she starts



making reminder calls to inform the shelters of the Z3 form. She also contacted Steve Martinez from Animal Services for an update list of all shelters and will be working to see if all shelters still exists. Once the list of existing shelters and rescues is complete, she will forward to ASAC members.

Motion made by Dr. Johnsen, and seconded by Dr. Noe to table item 6d for next month's meeting

Ayes: Peggy Edman, Dr. Guy Johnsen, Catherine Fagan, Marcia Margherio, Robert Melson, Rep. Dr. Michiel Noe, Regina Wagner, Barbara Candelaria, Bobby Brannon

Nays: None

e. Discussion on update of the City Manager Task Force Report

Kurt Fenstermacher gave a presentation on the recommendations which the Task Force will present to the City Manager the first week of January. City Council will also be given the presentation either January 28th or 29th.

The presentation consisted of several recommendations: the Community Cat Program, where cats are brought in, sterilized and returned back where they came from. By February or March have 4 vets on staff to open Socorro clinic. A new yard at the shelter with additional shade canopies for the animals to get out and group play. The city staff is prohibited from starting a 501(c) 3, however someone outside the city is working on it. Title 7 recommendations will also be included in the January report to city council and hopefully by early February, immediate adoption will take place. The Task Force also recommended having Animal Services as a department. The recommendation for an Animal Services Director position is also included. Animal Services field operations will also join Animal Services sometime in 2017 or earlier. Some recommendations are to create community programs: community cats, TNR, prevention program and marketing division manager for the media management. Other recommendations include adding specialized positions such as adoption coordinator, rescue partner coordinator and surrender prevention coordinator. With the new organizational structure, the goal is to move towards a more balanced approach.

f. Discussion and action on live viewing of ASAC meetings at City Hall

Kurt Fenstermacher explained that all meeting will be streamed live in the city website and can also be watched on YouTube.



7. **Adjournment**

Motion made by Dr. Michiel Noe, and seconded by Dr. Guy Johnsen, to adjourn the December 9th meeting at 8:21 pm.

Prepared by: Maribel Karisch

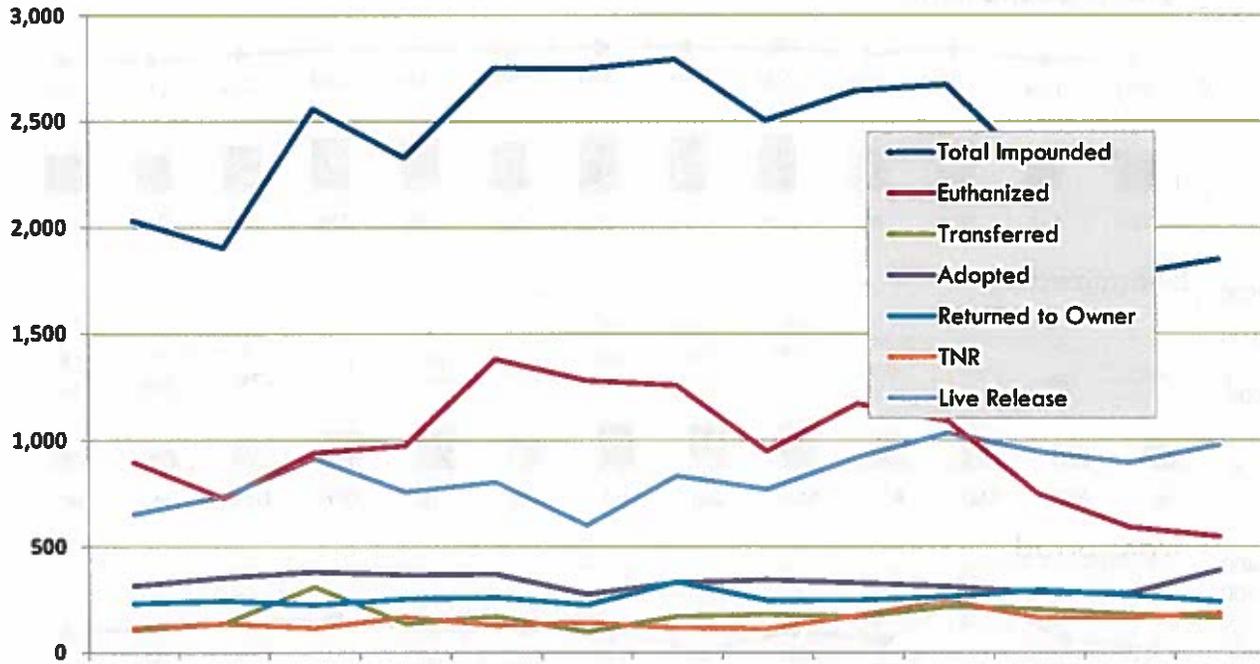
Approved by A.S.A.C. Chairman

A handwritten signature in black ink is written over a horizontal line. The signature is cursive and appears to be "G. Johnsen".

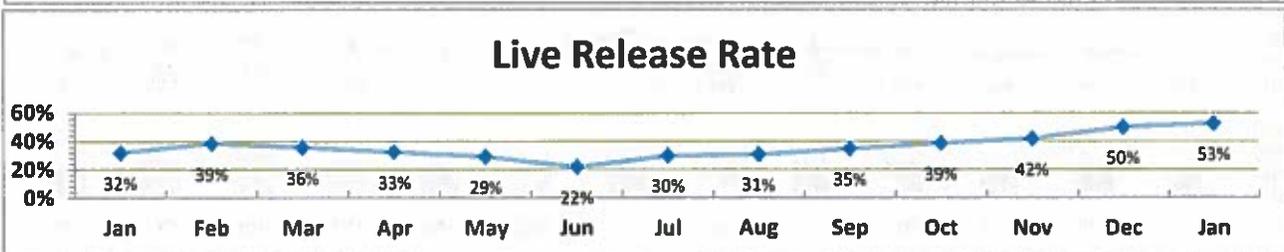
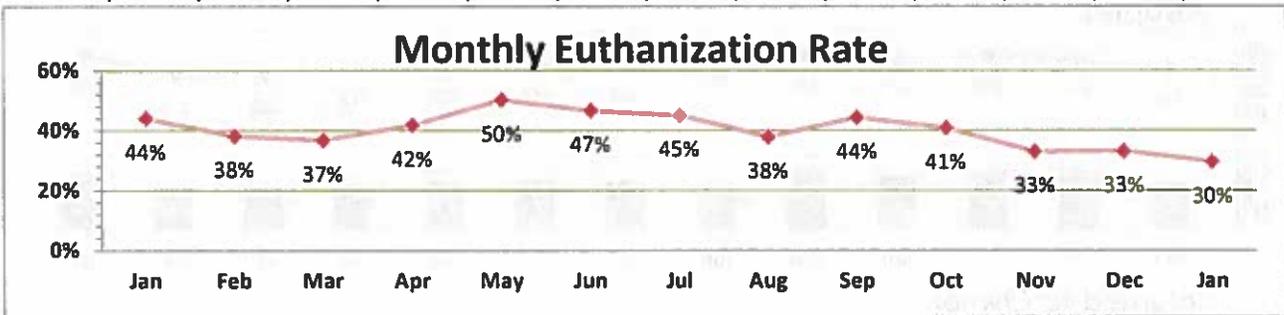


ANIMAL SERVICES DIVISION
DISPOSITION OF ANIMALS
 Rolling 13-month Trend Analysis

As of: February 4, 2016



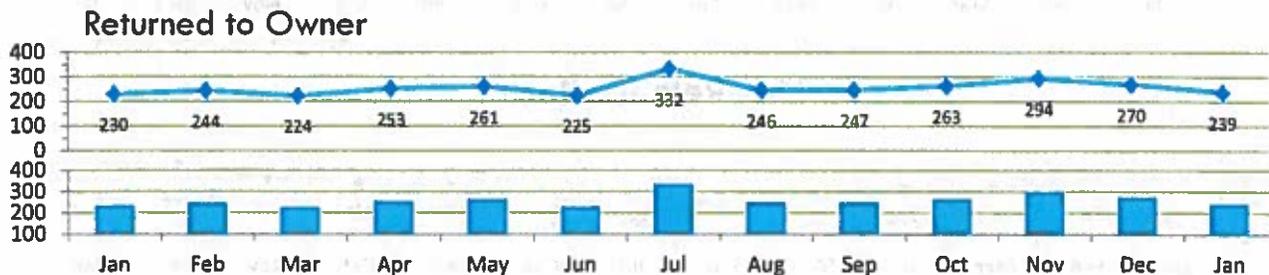
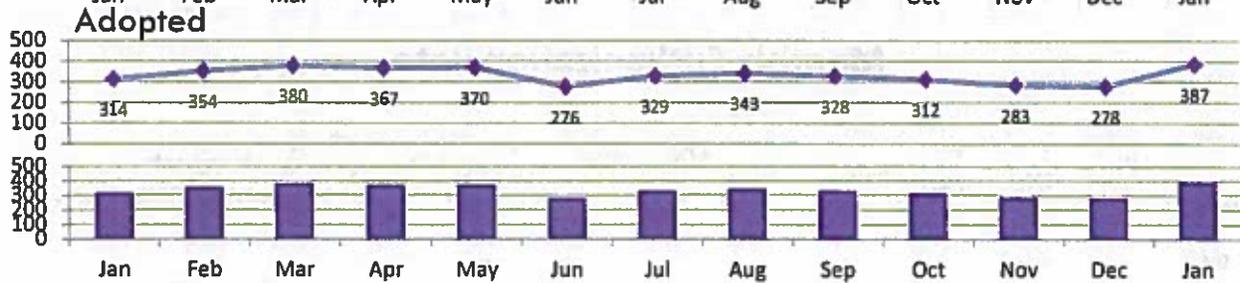
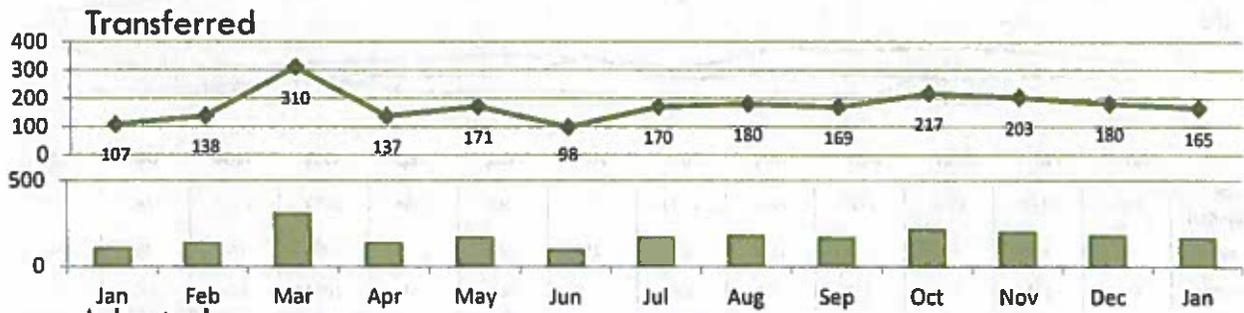
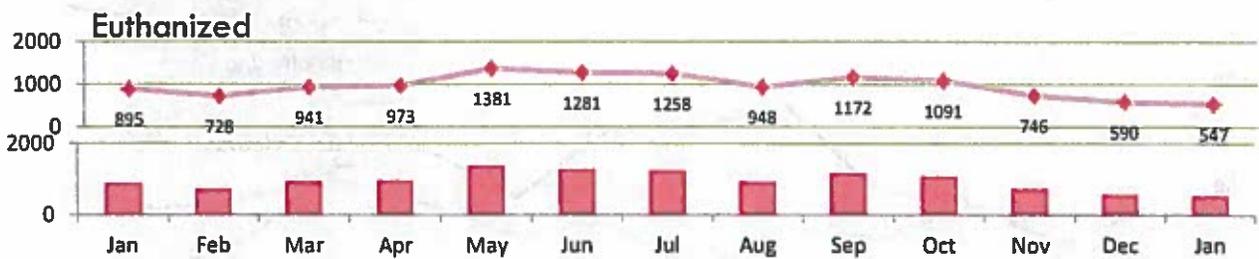
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Total Impounded	2031	1904	2558	2329	2751	2748	2791	2505	2644	2672	2259	1780	1850
Euthanized	895	728	941	973	1381	1281	1258	948	1172	1091	746	590	547
Live Release	651	736	914	757	802	599	831	769	919	1034	945	893	926





ANIMAL SERVICES DIVISION
DISPOSITION OF ANIMALS
 Rolling 13-month Trend Analysis

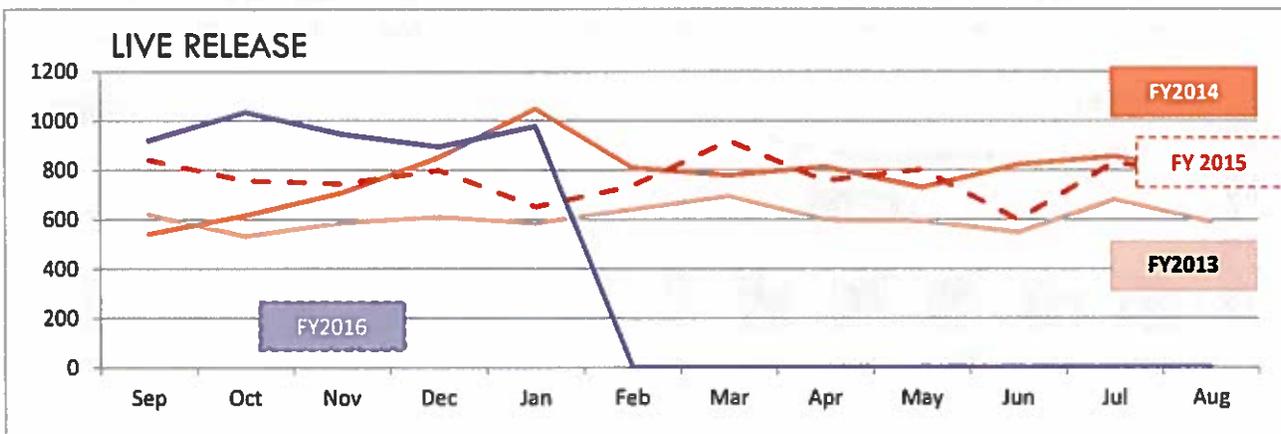
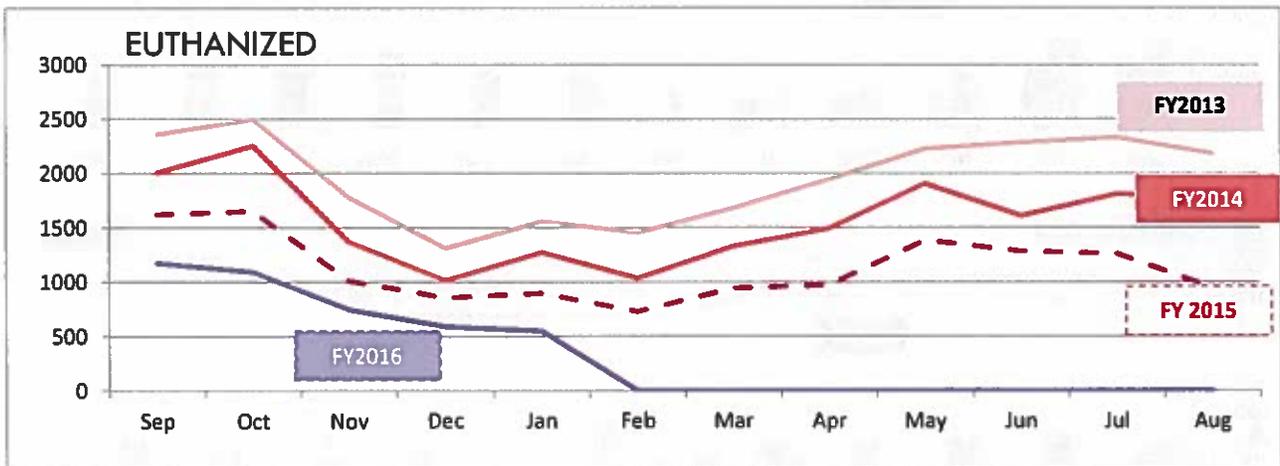
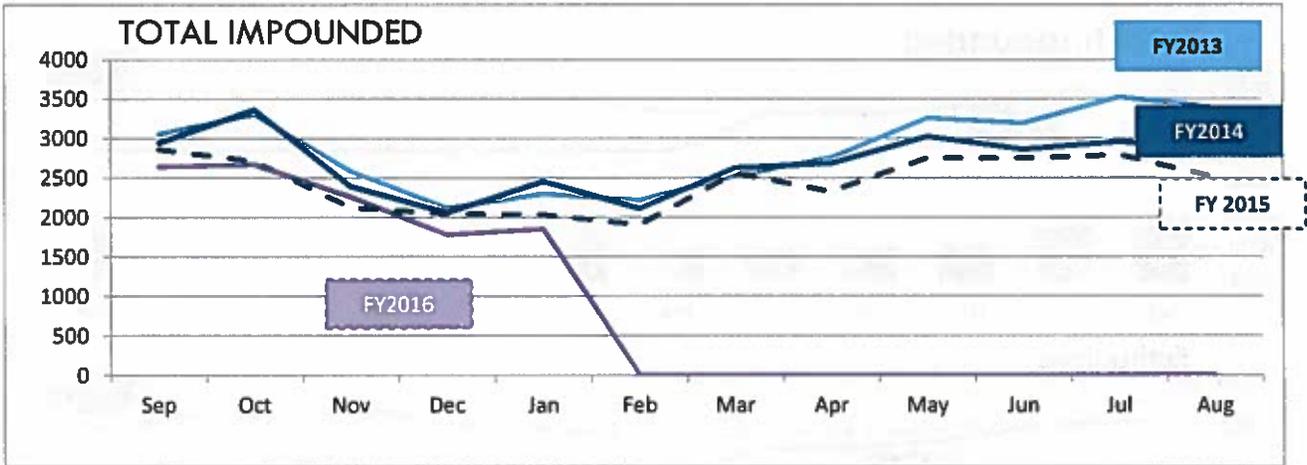
As of: February 4, 2016





ANIMAL SERVICES DIVISION
DISPOSITION OF ANIMALS
 FY2013 - FY2015 comparison

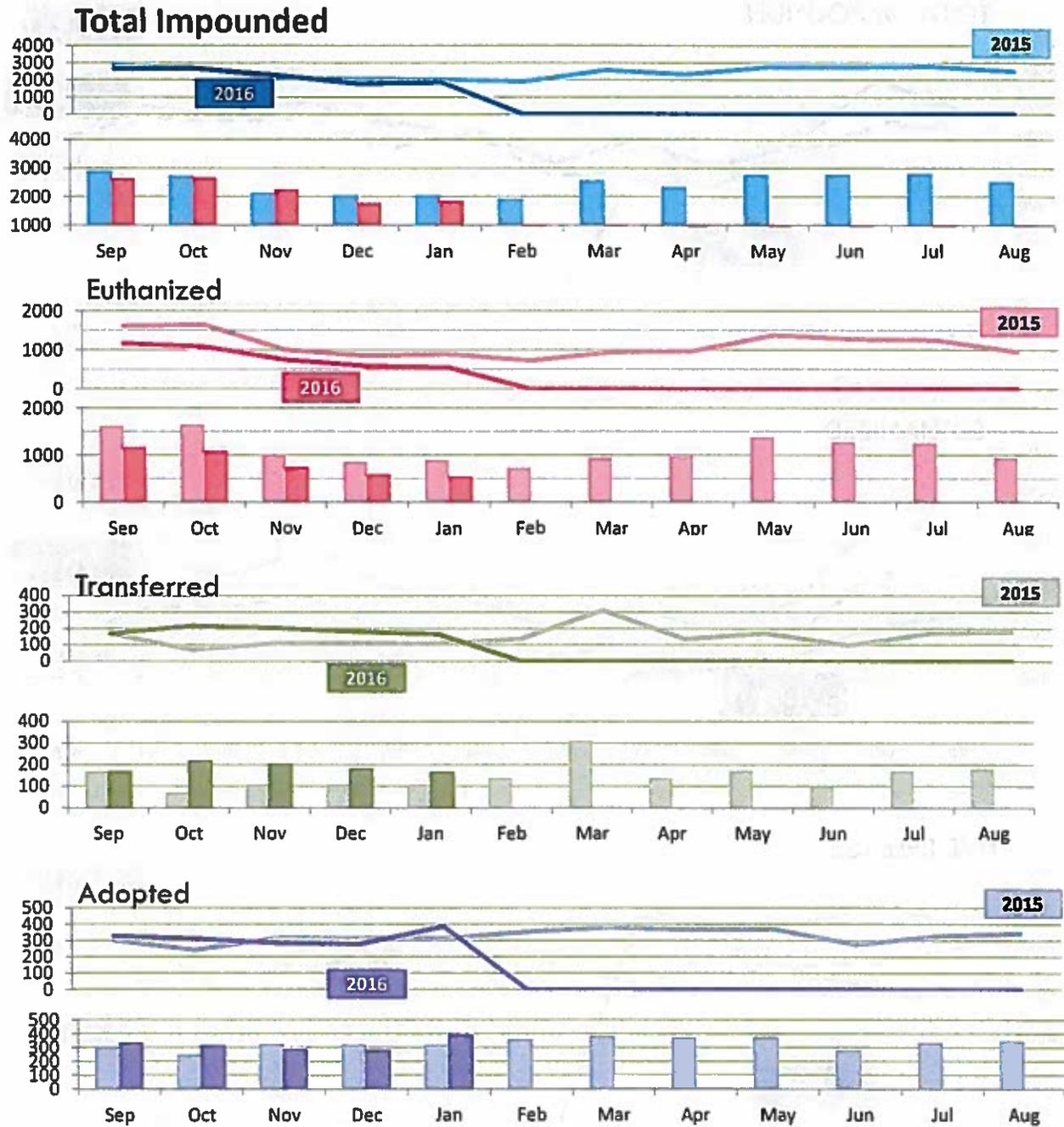
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ANIMAL SERVICES DIVISION
DISPOSITION OF ANIMALS
 FY2014 - FY2015 comparison

As of: February 4, 2016





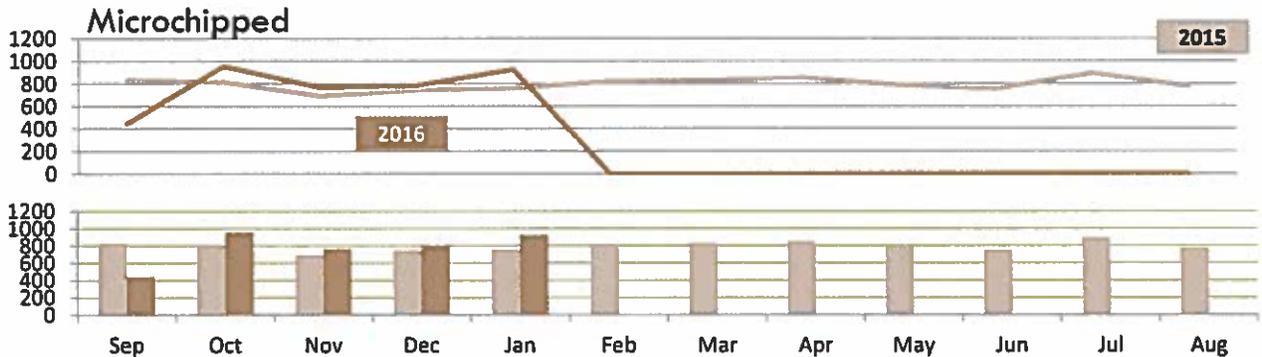
ANIMAL SERVICES DIVISION
DISPOSITION OF ANIMALS
 FY2014 - FY2015 comparison

As of: February 4, 2016

Returned to Owner



Microchipped



The Environmental Services Department - Animal Services Division serves the City of El Paso, the County of El Paso, and the cities of Anthony, Clint, Horizon City, San Elizario, Socorro and Vinton.

GLOSSARY OF TERMS

IMPOUNDED - Animals collected by ESD Animal Services officers, El Paso County Sheriffs and Ft. Bliss Animal Officer.

EUTHANIZED - Animals euthanized due to disease, and injury. This amount includes unclaimed animals euthanized after a designated length of time in impoundment. Does not include requested euthanasias from pet owners.

LIVE RELEASE - Animals transferred out of the facility, adopted or returned to their owners and colony cats TNR program.

MICROCHIPPED - Animals found to have an embedded microchip upon impoundment or when an animal leaves