



**Animal Shelter Advisory Committee
Minutes
December 10, 2014**

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
Claudia Ordaz

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Tommy Gonzalez

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 6:00 p.m. by Dr. Guy Johnsen, elected chairperson.

Board Member A.S.A.C.	Present	Absent
Peggy Edman	X	
Dr. Roger Freund		X
Patricia Gonzalez		X
Betty Hoover		X
Linda Krasowski	X	
Marcia Margherio	X	
Robert Melson	X	
Rep. Ann Morgan-Lilly		X
Regina Wagner		X
Barbara Candelaria	X	
Dr. Guy Johnsen	X	

Environmental Services staff present: Dr. Marilyn Christensen, Rose Janice, Elda Rodriguez-Hefner, Ellen Smyth, Maribel Karisch

Public present: List of attendees available upon request.

2. Discussion and action on the approval of the ASAC November 12, 2014 minutes.

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

Motion made by Robert Melson and seconded by Dr. Guy Johnsen to accept the November 12, 2014 minutes with corrections.

Ayes: Robert Melson, Guy Johnson, Linda Krasowski, Barbara Candelaria, Marcia Margherio, Peggy Edman

Nays: None

3. Call to Public

- a. Member of the public Patricia Johnson inquired about whether the Humane Society was part of the city government. The Humane Society is a private entity Robert Melson added. Patricia Johnson distributed a copy of two separate complaints that were posted on the Humane Society's Facebook page in which two owned dog were adopted out by the Humane Society before their due out dates at Animal Services. She also inquired about the contract between the Humane Society and Animal Services. Linda Krasowski suggested having a presentation on the contract relationship on the January meeting's agenda.
- b. Member of the public Liza Campos mentioned that there are flaws in the adoption screening process. She added that she picked up a dog the very next day after being adopted by someone from the Nissan adoption site. She doesn't agree with the free adoptions because she feels those animals don't receive the best care. Dr. Christensen added that any adoption that doesn't work out can be returned to Animal Services and will be placed back in the adoption pool.

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

- a. **Free Roaming Cats – Chairperson Regina Wagner.**
Regina Wagner was not present.
- b. **Public Education, Outreach and Responsible Pet Ownership Chairperson, Patricia Gonzalez.**
Patricia Gonzalez was not present.
- c. **Subcommittee to reduce the euthanasia rate in El Paso, Co-Chairman, Regina Wagner and Catherine Fagan.**
The subcommittee continues to meet, research and identify other cities' successful policies and procedures that may also be successful in El Paso. The draft of the report has begun and a copy is to be distributed to ASAC at the February 2015 meeting.

Motion: No action taken.

5. Open Item Tracking Sheet

- a. The Lower Valley Spay/Neuter Clinic is 10% ahead of schedule and Larry Brunt was impressed with the progress Dr. Christensen mentioned. She added that there were two applicants that were interviewed on November 14, 2014 however since a certified list of applicants were not available; applicants will have to be re-interviewed on Monday, December 15, 2014. Ellen Smyth informed the committee that one applicant had declined the position and the other asked to have a tour of the facility before making a decision. She also added that the clinic will not open until there is a Vet on site.
- b. Dr. Christensen mentioned that letters were sent out to Pause for Paws and Doggie Do Overs and there has been no response to date.
- c. Spay/Neuter Voucher Program is a State of Texas voucher program. The distribution of the vouchers began two weeks ago. There are a total of 270 vouchers that are available to the public and are on income based terms. The vouchers must be used within 10 days Dr. Christensen added.
- d. The TNR Zip Code Program is over; however the program is an automatic renewal program that will include the Community's Cat Program. Linda Krasowski suggested having a presentation on the basics of the program.
- e. Dr. Christensen mentioned that in order to qualify for Pet Smart Return to Field Grant money, 80% of the community cats must be documented as being spay/neutered, micro chipped and vaccinated. With the 90 colony managers that Regina Wagner has, she feels that the majority of those managers aren't following the procedures needed to qualify for the grant.
- f. Ellen Smyth mentioned that she would look at the document and make a determination to have the Pet Relinquishment Surveys given to ASAC members. Elda Rodriguez-Hefner suggested adding the script of relinquishment to 311 calls.
- g. The specs of the Mobile Adoption Truck were finalized on December 10, 2014. The vehicle will be available to Animal Services six weeks after the bid process.

Motion: No Action Taken

6. Discussion by Animal Services of budget positions and those currently frozen and how Distribution of work duties is being done with current staffing lower than normal.

Vacancies for the Lower Valley Spay/Neuter Clinic are under recruitment and all training will be done at the shelter. There are no vacancies at the shelter. They have all been filled Ellen Smyth explained.

Motion: No Action Taken

7. Discussion and action of the follow up on the review and revisions of the definitions of Priority calls regarding animals

Elda Rodriguez-Hefner explained that a meeting was held with the Police Department in which the priority 1 call was revised to include animal cruelty in progress.

Motion: No Action Taken

8. Discussion and action on the development of a “New Member Packet” for appointees.

Dr. Guy Johnsen handed out a list of items that could be included in an ASAC Membership packet. The subject matter that could be included in the packet range from the history of ASAC, Legislative Statue, Membership, Meeting Structure, List of shelters, Rescue Facilities, adoption agencies, etc. A membership packet can certainly be put together, added Ellen Smyth. She also mentioned that ASAC should be advising City Council not Animal Services. ASAC could have one or two initiatives such as four full time Vets, funding, incentive pay, etc. Robert Melson added that ideally Animal Services could have a wish list and in turn discuss whether to go to City Council with it or not. Dr. Guy Johnsen expressed that the benefits of using a “one message” process to politically move forward would be best. Elda suggested having Josette Flores from legal attend an ASAC meeting to define what is the Animal Services Advisory Board. Ellen Smyth added that City Manager Tommy Gonzalez had offered to have the next ASAC Meeting at City Hall. Dr. Johnsen suggested to inform Chairperson Dr. Roger Freund before making a decision.

Motion: No Action Taken

9. **Discussion and action in obtaining information for subcommittees**

Barbara Calendaria expressed that the subcommittee to reduce the euthanasia rate in El Paso is having difficulties in obtaining information from Animal Services when they are trying to present to City Council. Dr. Johnsen added to have Josette Flores from legal give an explanation of ASAC's action in obtaining information for sub committees and ASAC needs to set a purpose, not an action solution. Ellen Smyth determined giving the Pet Relinquishment Surveys to subcommittee upon request.

Motion: No Action Taken

10. Motion to adjourn meeting at 7:20 P. M. by Robert Melson and seconded by Dr. Guy Johnsen

Prepared by: Maribel Karisch

Approved A.S.A.C. Chairman



ROBERT G. MELSON