



Mayor
Oscar Leeser

Animal Shelter Advisory Committee

Minutes June 10, 2015

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

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 Bob Melson Chairperson.

Board Member A.S.A.C.	Present	Absent
Peggy Edman	X	
Dr. Guy Johnsen	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	

Environmental Services staff present: Ellen Smyth, Maribel Karisch

Public present: List of attendees available upon request.

2. Discussion and action on the approval of the ASAC May 13, 2015 minutes.

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

Motion made by Dr. Guy Johnsen and seconded by Betty Hoover to accept the May 13, 2015 minutes with corrections.

Ayes: Robert Melson, Linda Krasowski, Barabara Candelaria, Marcia Margherio, Peggy Edman, Betty Hoover, Regina Wagner Patricia Gonzalez, Ann Morgan-Lilly, Dr. Guy Johnsen

Nays: None

Ellen A. Smyth – Director
7968 San Paulo Dr. | El Paso, Texas 79907 | (915) 212-6000
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“Delivering Outstanding Services”

3. Call to Public

a. Member of the public

Patricia Johnson inquired whether the discrepancies of the total number of animals at the shelter are due to the software. Robert Melson explained that Animal Services is aware of the problem.

Motion: No action taken

4. Reports of officers, boards, and standing committees

a. Report from Chairman; Section 7.28.060 from Title 7

Robert Melson requested to have Section 7.28.060 from Title 7 be placed in the minutes.

7.28.060 – Duties

- A. The ASAC shall perform those duties specified in Chapter 823, Texas Health and Safety Code, and applicable state regulations, as from time to time may be amended.
- B. In performing the statutory duties, the ASAC shall provide guidance and advice to all the animal shelters located within the City of El Paso, and when authorized by an Interlocal Agreement, the County of El Paso or other municipalities located requirements of Chapter 823, Texas Health and Safety Code and applicable state regulations. By way of example, this may include facilitating the understanding of and compliance with the laws setting standards for housing and sanitation of animal shelters, training for animal control officers, annual veterinarian inspections of each shelter, the keeping of required records, and personal training requirements.
- C. The ASAC shall annually prepare and provide a written report to the city council that provides information regarding the performance of the statutorily required duties by the ASAC.
- D. In addition to the statutory duties described herein, the ASAC shall act as an advisory committee to the mayor and city council in efforts to promote close cooperation between the city and all private citizens, organizations, institutions and agencies interested in the rights and responsibilities of companion animal ownership, companion animal care and public health, and oversight of companion animal issues and protection.

The committee may advise the city council on proposed changes to the city's ordinances related to the ASAC duties. The ASAC shall perform such other duties as may be requested from time to time by the city council, with the goal of increasing public awareness and addressing the needs and welfare of animals.

- E. The committee may annually prepare and provide a written report to the city council that provides information regarding the non-statutorily required activities and recommendations of the committee.

Motion: No Action Taken

5. Reports of Special (select and ad hoc) committees

a. Free Roaming Cats

Regina mentioned that it's possible that an official policy might be in place for a TNR Program in El Paso. There was much support for the TNR program at all three Title 7 community meetings. She also mentioned that it's very important for the City Representatives to be informed about what's involved in the TNR Program and its benefits. The TNR Program protects public health by vaccinating for rabies plus it helps reduce the feral cat population. Regina expressed that TNR is the most effective way to reduce the community cat population to zero, since not a single city in the country has been able to accomplish it by trapping and killing. Regina recommended that Animal Services adopts a feral cat protection policy. The policy would include; not impounding feral cats, unless sick or injured, to promote TNR instead of lending traps and not picking up cats trapped in owned traps. Sun City Cats are scheduling TNR presentations with neighborhood associations to include Costner Heights. They have also empowered community members to utilize TNR rather than calling Animal Services. She added that Animal Services received a 53K TNR grant for the 79924 zip code.

Motion: No Action Taken

b. Public Education, Outreach and Responsible Ownership

Barbara Candelaria advised the committee that the July 4th Pet Safety posters were ready for distribution. Ellen Smyth took several posters so that the Animal Services Officers can distribute out in the community. Representative Ann Morgan-Lilly

mentioned that the presentation on Pet Ownership to City Council from Western Hill Elementary was a great success.

Motion: No Action Taken

6. Unfinished business and general orders

a. Lower Valley Spay/Neuter Clinic

Ellen explained that the Grand Opening for the Spay/Neuter Clinic will be on August 15, 2015 from 9 am to 12 pm. There will be balloons, popcorn, punch and cookies. The clinic will be offering either low or no cost vaccinations in lieu of surgeries. The Vet from North Carolina who was to be interviewed took a position elsewhere. The Spay/Neuter Clinic is still looking for a vet.

Motion: No Action Taken

b. Animal Services Monthly Operations Report

Linda Krasowski inquired about several items on the Monthly Report:

- 1) The new adoption van will be used for off-site adoptions to Farmers Market and other locations throughout the city.
- 2) Dr. Flossi from the Humane Society will be helping out with some of the surgeries, health checks and quarantines after Dr. Page leaves in mid-June. It's not certain whether Dr. Koym will continue to provide services for Animal Services.
- 3) Dr. Maraboto is the new Operations Supervisor for Animal Services.
- 4) Linda suggested having Elda Rodriguez-Hefner attend next month's meeting to give examples of what has been implemented from the meetings held between Animal Services Field Operations staff and Shelter staff.
- 5) The Texas ACO Academy will be training Basic Shelter Tech, Euthanasia training, Mental Health Training and Basic Cruelty Investigations during the week of June 29th through July 3rd. The training is an enrichment program to enhance skills.
- 6) Meryem Martinez is the animal behaviorist for Animal Services and will be temperament testing in a section of the new storage Conex.

Motion: No action taken

c. Animal Services Statistics

Dr. Johnsen suggested having a report containing numbers. Ellen suggested having both reports printed.

Motion: No Action Taken

7. New Business

a. Discussion and action for shelter software and recommendations to City Council

Robert Melson mentioned that the program currently being used (ACCELA) at Animal Services is still questionable on the reporting accuracy. Ellen Smyth explained that ESD/AS is looking at three other software packages. The software also needs to be People Soft compatible and shelter specific. She also mentioned that IT has elevated ACCELA issue to a priority and will be assigning a project manager in mid-July.

Motion: No action taken

b. Discussion and action on Revisiting Title 7 and consider changes to the ASAC portion, separate from what AS/ESD are proposing.

Robert Melson proposed two changes to Title 7 that pertain to the committee. He proposed adding a section that entails the committee notifying City Council for a replacement when a committee member has three consecutive unexcused absences. Not giving notification of the absence would be considered an unexcused absence.

Motion Passed.

Motion: Dr. Guy Johnsen motioned and seconded by Ann Morgan-Lilly to consider unexcused absences as a resignation.

Ayes: Robert Melson, Linda Krasowki, Betty Hoover, Regina Wagner, Marcia Margherio, Peggy Edman, Dr. Guy Johnsen, Barbara Candelaria, Rep. Ann Morgan-Lilly,

Nays: Patricia Gonzalez

The other proposed change would be to amend *may* to *shall* in paragraph E from section 7.28.060 in Title 7. **Motion passed**

Motion: Dr. Guy Johnsen motioned and seconded by Linda Krasowski to change *may* to *shall*.

Ayes: Robert Melson, Linda Krasowski, Peggy Edman, Marcia Margherio, Ann Morgan-Lilly, Patricia Gonzalez, Dr. Guy Johnsen, Barbara Candelaria

Nays: Regina Wagner, Betty Hoover

c. Discussion and action on an inquiry regarding proposed reductions in Animal Services budget for forthcoming fiscal year

Linda inquired about the FY 2015-2016 budget. Ellen Smyth explained that the budget for FY 2015-2016 didn't decrease. There are going to be six new positions for adoptions. The proposed budget will be presented next month.

Motion: No action taken

d. Discussion and action on the T.N.R. Program

Patricia Gonzalez questioned a situation that was brought to her attention by a citizen regarding a TNR black feral cat that was declawed and had the microchip information changed. The situation was all a misunderstanding.

Motion: No action taken

e. Discussion and action on the presentation of the reduced euthanasia plan to City Council.

Ellen explained that she's been working on the power point presentation and next meeting with the City Manager will be on July 1st.

Motion: No action taken

- f. Discussion and action on the formation of a 501(c)(3) to support Animal Services.**
The committee is considering the formation of a 501(c)(3) to support Animal Services. Ellen explained that first there has to be independent volunteers to make up the board of directors who will take the responsibility of the IRS process. The committee had many questions pertaining on the formation process. **Motion passed**

Motion: Betty Hoover motioned and Peggy Edman second to continue exploring possibilities.

Ayes: Robert Melson, Linda Krasowski, Regina Wagner, Betty Hoover, Peggy Edman, Marcia Margherio, Dr. Guy Johnsen, Patricia Gonzalez, Rep. Ann Mogan-Lilly, Barbara Candelaria

Nays: None

8. Adjournment

Motion to adjourn was made by Regina Wagner and Seconded by Ann Morgan-Lilly.

Prepared by: Maribel Karisch

Approved by A.S.A.C. Chairman

