



CITY OF NORTH RICHLAND HILLS
ANIMAL ADOPTION AND RESCUE CENTER ADVISORY COMMITTEE MINUTES
7301 IRON HORSE BLVD
NORTH RICHLAND HILLS, TX 76180
WEDNESDAY, MARCH 27, 2024
REGULAR COMMITTEE MEETING MINUTES

A. CALL TO ORDER

Director Stefanie Martinez called the meeting to order on Wednesday, March 27, 2024, at 09:05 a.m.

ROLL CALL

Present:	Suzy Compton	Council Member
	Stefanie Martinez	Director, Neighborhood Services
	Edward Cruz	Board Member, TACA
Absent:	Dr. Russell Johnson, DVM	Veterinarian
Staff:	Keane Menefee	Animal Services Manager

B. PUBLIC COMMENTS

An opportunity for citizens to address the Animal Adoption and Rescue Center Advisory Committee on matters which are scheduled on this agenda for consideration by the Committee, but not scheduled as a public hearing. In order to address the Animal Adoption and Rescue Center Advisory Committee during public comments, a Public Meeting Appearance Card must be completed and presented to the recording secretary prior to the start of the Animal Adoption and Rescue Center Advisory Committee meeting.

No citizens present requesting the opportunity to address the Animal Adoption and Rescue Center Advisory Committee.

C. ACTION ITEMS

Committee member Suzy Compton moved to approve the minutes for the August 23, 2023 Animal Adoption & Rescue Center Advisory Committee meeting. Committee member Edward Cruz seconded the motion.

Motion to approve carried 3 - 0.

D. DEPARTMENT REPORTS

D.1 Fiscal Year 2024 divisional statistics for shelter, field, volunteer and veterinarian services.

Manager Menefee provided the Committee with a divisional statistics report for the current fiscal year 2024, outlining October – February. He went through the report, updating the Committee on current dog and cat impounds, live release rate for the division, number of dogs and cats euthanized, medical services provided for shelter animals, to include altering, vaccinating, medicating, and treated, field services, shelter visitors, and volunteers. Mr.



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Menefee advised the Committee that the division saw comparable positive trends in past fiscal years.

D.2 Report on current staffing vacancy

Manager Menefee advised the Committee that Animal Services Officer Venicia Brown had resigned. He stated that even though the city was currently managing vacancies, the division had been approved to advertise and fill the position.

D.3 Discuss Animal Shelter operations analysis conducted by the Budget and Research Department

Manager Menefee provided the Committee with an analysis report that had been conducted by the Budget and Research Department. He explained that the report highlighted current operations and challenges, changes required to maintain current service levels, and changes required to expand service delivery.

D.4 Special events- (1) Clear the Shelters, (2) Doggie Beach Bash, (3) Low-Cost Vaccination Clinics

Manager Menefee advised the Committee that Clear the Shelters would be a month-long event, lasting from August 10 – September 10, 2024, Doggie Beach Bash is scheduled for Sunday, September 29, 2024, at NRH2O, and there is low-cost vaccination clinics scheduled for Saturday, April 13, July 13, and October 12, 2024.

E. ADJOURNMENT

Councilmember Suzy Compton moved to adjourn the Animal Adoption & Rescue Center Advisory Committee meeting. TACA Board Member Edward Cruz seconded the motion.

Motion to approve carried 3 - 0.

The meeting was adjourned at 10:15 a.m.

ATTEST:



Keane Menefee, Animal Services Manager

12-9-2024
Date