

**MINUTES OF THE REGULAR MEETING
OF THE ANIMAL CONTROL SHELTER ADVISORY COMMITTEE
OF THE CITY OF NORTH RICHLAND HILLS, TEXAS,
HELD IN THE ANIMAL ADOPTION & RESCUE CENTER,
7301 IRON HORSE BOULEVARD
MAY 23, 2018**

REGULAR COMMITTEE MEETING

1. CALL TO ORDER

Councilman Tom Lombard called the meeting to order on May 23, 2018 at 10:01 a.m.

ROLL CALL

Present:	Dr. Russell Johnson, DVM	Veterinarian
	Tom Lombard	Council Member, Place 3
	Stefanie Martinez	Director of Neighborhood Services
Absent:	Pam Burney	ASPCA, Vice-President
Staff Members:	Keane Menefee	Animal Services Manager
	Kellie Brady	Assistant City Attorney

2. INTRODUCTION OF GUESTS & CITY STAFF

Council Member Lombard asked Committee members, City Staff and guests to introduce themselves. There was a group of guests representing Mid-Cities Community Cats present. The attending guests were Becky Wise, Kelly Lutz, Cindy Ferguson, Jennifer Alexander, Kim Leach, Sandra Bitz, and Joseph Stout.

3. APPROVAL OF MINUTES OF THE OCTOBER 25, 2017 ANIMAL CONTROL SHELTER ADVISORY COMMITTEE MEETING

DIRECTOR MARTINEZ MOVED TO APPROVE THE MINUTES OF THE OCTOBER 25, 2017 ANIMAL CONTROL SHELTER ADVISORY COMMITTEE MEETING. DR. JOHNSON SECONDED THE MOTION.

MOTION TO APPROVE CARRIED 3 - 0.

4. REPORT OF ANIMAL SERVICES MANAGER

Animal Services Manager Menefee updated the Committee on year-to-date FY18 activity statistics. Impounded animals were 1,411; adopted animals were 482; returned to owner animals were 252; euthanized animals were 248; transferred animals were 99; and live release rate was 80%. **No questions or discussion from Committee.**

Manager Menefee updated the Committee on volunteer programs Warm Hugs on Wheels, persons with special needs, new volunteer t-shirts, and special events/mobile adoptions volunteer teams being developed. **Councilman Lombard asked how many volunteers Animal Services currently has. Manager Menefee stated that there are about 20 consistent volunteers with that number growing.**

Manager Menefee updated the Committee on the following new shelter practices and programs taking place at Animal Services. The Extended Stay Pets program is where adoptable pets that have been available for 30 days or more have a reduced pet adoption fee. There is a new outdoor cat condo donated by Mary Peters that was set up to give sheltered cats a place to exercise and get some fresh air. Animal Services will no longer be providing private pet cremations to the public due to the cost to the City to run the program, permit restrictions and the increased wear and tear on the incinerator. Animal Services has set up an Amazon Wishlist and Amazon Smile account where the public can see items of need at the AARC to donate to, as well as give a certain percentage of each sale on Amazon to Animal Services. Animal Services is going to begin offering walk-in microchipping to the public at a reduced cost to increase animals with identification in the community and increase return to owner animals that are impounded at the facility. **No questions or discussion from the Committee.**

Manager Menefee advised the Committee that Animal Services and the City Attorney's office would be reviewing and updating the current City animal related ordinances. **No questions or discussion from the Committee.**

5. DISCUSSION OF FISCAL YEAR 2019 ANIMAL SERVICES PROPOSED BUDGET

Manager Menefee updated the Committee on FY19 budget proposals for Animal Services. The Division has requested an increase in the Drugs/Lab/Equipment account due to the necessary supply costs to operate a Veterinarian services program; a request was made to increase part-time kennel technicians hours to assist with walk-in microchipping and adoptions; increased funds for the purchase of additional microchips for public walk-in microchipping; a request for a new vehicle to replace the Animal Services pickup truck totaled from an accident last year; new rugged laptop computers for animal control officers to input cases in the field; and a request to concrete the floors in the outdoor kennel runs to decrease odor and disease control concerns. **No questions or discussion from the Committee.**

6. UPDATE OF VETERINARIAN SERVICES FOR SHELTER PETS

Manager Menefee updated the Committee on the Veterinarian services program at AARC. Surgeries began on January 19, 2018, no outsourcing of spay/neuter surgeries has taken place since the in-house program began, 212 animals have been altered, 267 animals have been rabies vaccinated, and 35 animals have been treated for illness/injury.

7. UPDATE OF PETPOINT SOFTWARE

Manager Menefee updated the Committee on the transition from Chameleon to PetPoint software. Menefee explained the software mapping process, integration on Animal Services City website, and pet insurance provided through PetPoint/PetHealth for new adopters/adoptions. **Councilman Lombard asked Menefee to explain the software change so that our guests better understood the challenges we faced in the previous software and the benefits of PetPoint.**

8. DISCUSSION OF UPCOMING SPECIAL EVENTS

Manager Menefee updated the Committee on the major Animal Services upcoming events of Clear the Shelter and Doggie Beach Bash. Clear the Shelter will be held on Saturday, August 18th and Doggie Beach Bash is on Saturday, September 29th. **No questions or discussion from Committee.**

9. CITIZEN PRESENTATION: FERAL CATS AND TRAP-NEUTER-RELEASE BY MID-CITIES COMMUNITY CATS

Citizen Joseph Stout representing Mid-Cities Community Cats (M-CCC) conducted a PowerPoint presentation for the Committee regarding the benefits of trap/neuter/vaccinate/release (TNVR) for feral cats in the community. Citizen Stout went over the reduction in feral cat populations over time, reduced euthanasia of feral cats, increased live release rates in animal shelters due to decreased euthanasia of feral cats, reduced financial impacts on shelters from reduced impoundments of feral cats, and increased vaccinated feral cats in the community to keep from spreading disease. The group handed out informational materials for feral cats to the Committee. Citizen Sandra Bitz requested the Committee and the City of North Richland Hills consider letting their organization display M-CCC TNVR information for visitors to the AARC, refer citizens that call in with feral cat issues to M-CCC so that they can educate the citizen on the benefits of TNVR and how to participate with M-CCC, and for the City to consider conducting an informal pilot project of TNVR instead of a formal ordinance so that statistics and information could be gathered on the effectiveness and impact of the TNVR program within the NRH community. **Councilman Lombard thanked Mid-Cities Community Cats for attending the meeting and their presentation.**

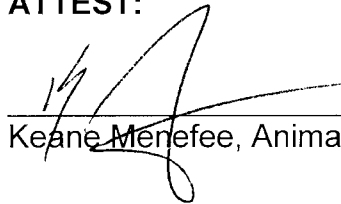
Councilman Lombard advised that Director Martinez and Manager Menefee would vet out their proposals and determine the best course of action, including working with the City Attorney's Office on legal and ordinance considerations.

10. ADJOURNMENT

COUNCIL MEMBER LOMBARD CALLED THE MEETING TO ADJOURN

Meeting adjourned at 11:20 a.m.

ATTEST:



Keane Menefee, Animal Services Manager